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San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, May 1, 2008
TIME: 4:30 PM
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES APRIL 3, 2008 ACTION
(Presentation, discussion and possible action to approve the minutes of the meeting of April 3, 2008.)
Explanatory document: draft minutes.

3. LIBRARY FINES AND FEES RESOLUTION ACTION
(Presentation, discussion and possible action to adopt a resolution urging the Board of Supervisors to adopt an ordinance revising the Library Fines and Fees Schedule.)
Explanatory documents: 1) draft Legislative Digest 2) draft Ordinance 3) draft Resolution

4. CITY LIBRARIAN'S REPORT by Luis Herrera DISCUSSION
(This item is to allow the City Librarian to report on recent Library activities and make announcements.) The City Librarian will give updates on the following topics: Staff Recognition Awards; California Library Association (CLA) Legislative Day in Sacramento; and BALIS Free2 Marketing Campaign
Explanatory documents: CLA Library Facts

5. FRIENDS OF THE LIBRARY REPORT DISCUSSION
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities)

6. FOCUS ON: PRESERVATION AND BINDERY PREPARATION DISCUSSION
(Presentation and discussion of the Library's Preservation and Bindery Preparation)
Explanatory Document: Preservation and Bindery Preparation PowerPoint Presentation

7. LABOR UNION REPORT **DISCUSSION**
(This item is to allow representatives of labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

8. ADJOURNMENT (requires motion & public comment) **ACTION**

Sue Blackman Library Commission Secretary, 4/28/2008

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org/librarylocations/libcomm.htm#meetings.

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The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

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Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site sfgov.org/ethics.

Sue Blackman, Commission Secretary 03/29/07

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City Librarian

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Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of May 1, 2008

(As approved at the regular meeting of June 5, 2008)

The San Francisco Public Library Commission held a regular meeting on Thursday, May 1, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:37 pm.

Commissioners present: Del Portillo, Gomez, Harris, Lee and Munson.

Commissioner Chin arrived at 4:39 pm

Commissioner Kane arrived at 4:40 pm

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said when Robert Hass was the United States Poet Laureate in 1995-96 he created a program called the River of Words. He said this program was to get school age children to write about environmental issues. He quoted the winning poem and went on to say that the student had gone on to win other awards but that the monetary awards were not given that year. He said that student is now a freshman at Columbia University.

Peter Warfield said generally there are public libraries throughout the country where anyone can go for free. He said these public libraries share commonalities that make them useful to people who use them. He said he hopes our library continues to play that role.

Ellen Egbert, Bernal Heights, said at the last meeting the Commission was told that the Bernal Branch library was starting its renovation process. She said the community is gearing up for the fundraising effort. She said there will be a fundraiser on Sunday May 3 from 10:00 am – 2:00 pm. She said Bernal Dads Racing will be raising money for the Bernal Heights Library at the Altamont motorsports Park, May 10 -11. She said this event is the 24 Hours of LeMons weekend long race for cars purchased, fixed up and track prepped for a total of $500 or less. She said pledges for the event are encouraged.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES APRIL 3, 2008

Public Comment

An anonymous citizen said it was a pretty fair summary of his comments on the first page of the minutes for the first of the three minutes he spoke, but it did not include the rest of his statement. He said on page 2 under approval of the minutes his comment had been reduced to an illogical premise and had been reduced to gibberish.

Peter Warfield said there are some points of excellent clarity and some points that need improvement. He said one of the issues has been the Link+ lost book fee. He said he thinks the library has accomplished a kind of confusion in what is going on with these fees by putting together Interlibrary Loan and Link+. He said these should be separated especially with his comments which relate to the $115 Link+ lost book charge. He said it is not always clear in these minutes. He made some suggested changes to the minutes to clarify that point.

Commission Discussion

Sue Blackman, Commission Secretary said that the Minutes agenda item numbering should be corrected to read Agenda Item No. 1 Public Comment and Agenda Item No. 2 Approval of the Minutes of March 6, 2008.

Commissioner Munson said at the top of page 2 the comments by the anonymous citizen should be changed to read "the point that he was making **was in our society** public officials need to hear the other side of the story."

Motion: By Commissioner Del Portillo, seconded by Commissioner Chin to approve the minutes of April 3, 2008 with the corrections to the number of the agenda items and the correction to the comments by the anonymous citizen on page 2 to add the words "was in our society".

Action: Ayes 7-0 (Commissioners Del Portillo, Gomez, Harris, Kane, Lee and Munson).

AGENDA ITEM NO. 3 LIBRARY FINES AND FEES RESOLUTION

Luis Herrera, City Librarian, said there is a proposed Resolution before the Commission urging the Board of Supervisors to adopt an ordinance amending the Administrative Code to amend Library Fines and Fees. He said there are three documents including the Legislative Digest, the draft Ordinance and the Resolution. He said the Legislative Digest summarizes the changes very well. He said the changes basically fall into four categories: 1) amending the existing fees for replacement of lost Library Items; 2) authorizing the Library to collect fees for the scanning of

photographs in the San Francisco History Center collection; authorizing the Library to collect fees for services associated with special uses of library meeting rooms; and authorizing the Library to collect fees for the replacement of lost or damaged materials owned by other libraries and borrowed via interlibrary loan.

Marcia Schneider, Chief of Communications, Collections & Adult Services, explained the current fee schedules for overdue fines by material, overdue fines by patron, replacement and processing fees, and replacement of lost materials.

Kathy Lawhun, Chief of Main, explained the proposed changes to the fines and fees for replacement of sheet music/scores and sheet music/uncataloged to a flat $30 fee. She said the method of purchasing some of these items has changed.

Marcia Schneider said that cds were added to the replacement fee for audio books but that the $5 fee would remain the same. She said the Library currently charges for a lost media case and it is proposed to make that $1 charge consistent for all media cases. She said under Service Fees they are proposing deleting the recovery of delinquent accounts charge of $10. She said they are also proposing adding "and Link+" along with Inter-Library Loan as a free service.

Kathy Lawhun said that under document delivery and special services reproduction of photographs they are proposing to clarify that fee is "(for commercial purposes)" She said they are also proposing a fee of $15 per existing scan, $20 per new scan and $1 per CD for scanning of photographs from the San Francisco History Center. She said we are one of the few libraries in the United States that provides an in-house reproduction and scanning service for photographs. Los Angeles Public and New York Public have the most comparable service and their costs were examined to come up with these fees.

Marcia Schneider said the use of meeting rooms throughout the library system is free. She said at the Main Library the library is able to offer some special services that are not available at the branches. She explained the proposed fees for special meeting room uses such as special room set ups, food service and specialized audio visual support. She said these fees are a fraction of the fees charged by other city facilities. She said they were also proposing adding the following language "The Library shall, not later than January 1st of each year, reexamine its costs and fee revenue and submit any proposed adjustments to the Controller, who is hereby authorized to adjust the fee to the nearest whole dollar to ensure that they continue to reflect the costs of services provided."

Vivian Pisano, Chief of Information Technology, explained the proposed language for fees for lost or damaged materials owned by other libraries. She said the two Interlibrary Loan Programs were discussed in detail at the March 6 Library Commission meeting and she reviewed the proposed

fees for lost and damaged materials owned by other libraries. She said negotiation is an accepted practice. She said the fees that are collected for lost or damaged material will be forwarded to the owning library.

Public Comment

An anonymous citizen said there are a number of land mines in this. He said he has been told it is impossible to show PowerPoint presentations at Commission meetings because of security reasons, but he said under Meeting Room Fees it says "web site patch, PowerPoint presentations $30 an hour" He said that is awfully cheap for something that is impossible. He said the Sunshine Ordinance has a policy which is that citizens making public comment should have equal access to the facilities that are afforded the administration. He said scanning and printing out is only $.10, but the San Francisco History Center is charging $15 per scan. He said he doesn't understand why there is such a difference in cost between scanning and photocopying.

Peter Warfield said he was disappointed that the removal of the $10 recovery of delinquent accounts under Service Fees was not credited to the person who noted it. He said when he pointed it out to the City Librarian, Mr. Herrera said "good catch, we shouldn't have to put that fee in." He said the Legislative Digest has a major omission and therefore is highly misleading with regard to what this legislation does. He said it omits entirely, the section regarding future changes. He said what the Library is seeking is a free hand to make a deal with the Controller once a year to change the fees in whatever way the Controller wants without any public process. He said Interlibrary Loan and Link+ have been blurred in the presentation. He said they are not the same thing.

Commission Discussion

Commissioner Kane said he would like to understand the background and purposes of the fees.

Luis Herrera, City Librarian, said there is no connection to these fees and the budget process. He said the library is currently charging these fees and this action is to bring the Administrative Code current with existing charges. He said that this would be considered housekeeping - not revenue raising - and he said our fees are very low.

Commissioner Kane said we are already charging the fees for the San Francisco History Center for scanning. So he asked why the Commission is acting on these fees now if they are already in place.

Luis Herrera explained that those fees are not included in the existing Fines and Fees Schedule in the Administrative Code.

Kathy Lawhun, Chief of Main said in response to questions from Commissioner Kane that we have over 450,000 documents and 37,000

have been scanned. She said if they exist as a scanned document there is a smaller fee. She said the library is trying to cover costs for supplies.

Commissioner Kane said $15 per .jpg file is a lot of money.

Brian Bannon, Chief of Branches, said the Library does make a lot of this material available electronically for free through the image database. He said what we are talking about for the scanning is high resolution images that require large space. He said it would be for a professional quality image resolution.

Luis Herrera said it would be possible to remove that item from this particular fee schedule and we could come back and revisit it.

Marcia Schneider said the photographs which have been scanned are all available on our website and can be downloaded for free from the website, but you are not getting the high quality of resolution.

Commissioner Kane said there is a huge fee difference between fees for copies and scans.

Roberto Lombardi, Operations and Maintenance Director, explained that you can download copies of scanned photographs from the Library's website and save as a .jpg. He said the charge for print files is for a higher resolution photograph.

Luis Herrera said if it is easier to come back to the Commission with further information about scanning they would be happy to do that.

Marcia Schneider responded to Commissioner Lee's question about meeting room fees and what types of things would require those fees. She explained the increase in request for rooms in the library.

Commissioner Kane asked about the section being added to reexamine costs and revenue and that the Controller will be authorized to adjust the fee if necessary on an annual basis.

Francesca Gessner, Deputy City Attorney, said that under current law, the Library must obtain Board of Supervisors approval for any fee change. This ordinance would allow the Controller to adjust the fees each year at the Library's request.

Commissioner Kane said he would like the ordinance amended to say that the increase in fees would go to the Controller subject to Library Commission approval.

Deputy City Attorney Francesca Gessner said that, to clarify a point made earlier, there is a legal requirement that fees have to accurately reflect the cost of providing services.

Commissioner Kane asked for clarification that there is no change to the current policy for Link+.

Luis Herrera said there is no change to the policy it is just being incorporated into the ordinance.

Commissioner Munson asked if the patron is notified about the Link+ $115 fee for lost or damaged materials.

Luis Herrera said the Library will always negotiate with the patron if they can't afford the $115.

Vivian Pisano said there is a wrapper around books that are lent out through Link+ that shows the $115 fee.

President Gomez said that there has been a full discussion about the Link+ program and the $115 fee.

Luis Herrera said they will look at more promotional materials to explain the other options for the $115 fee. He said the long term approach is a possible change in fee structure to reflect the lending library's rates.

Francesca Gessner, Deputy City Attorney, said the Resolution before the Commission states "Link+ authorizes the borrowing library to negotiate with the lending library to allow a patron to either pay the actual replacement cost of the book or to replace the book himself in lieu of paying the $115."

MOTION: by Commissioner Del Portillo, seconded by Commissioner Chin to approve a resolution urging the Board of Supervisors to adopt an ordinance amending the Administrative Code to amend the Library Fines and Fees Schedule as presented with a modification to require Library Commission approval for any proposed fee adjustments to be submitted to the Controller.

AYES: 7-0 (Chin, Del Portillo, Gomez, Harris, Kane, Lee and Munson).

AGENDA ITEM NO. 4 CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian invited the Commission members to attend the Library's staff recognition awards event on Friday, May 2 from 9:00 – 11:00 am in the atrium of the Main Library. He said there were over 300 nominees. He said the Friends of the Library sponsors the event. He said on April 16 a contingent of people from San Francisco attended California Legislative Day in Sacramento. He said we have one of the largest contingencies present. He said it is important because it is an opportunity to highlight issues facing California public and school libraries. He said included in the Commissioners packets are Library Facts on issues which were shared with the legislators in Sacramento. He said the budget issues have caused a loss of funding for libraries. He said there is a new marketing campaign through the Bay Area Library Information

System (BALIS) which comprises 165 libraries in the bay area. He said it is the "free2" campaign to promote libraries. He said the website is wearefree2.org which is the hub of the entire campaign. He said there is a contest for people to be able to participate.

Public Comment

An anonymous citizen said when the act was adopted that created the California Library Services Board the programs for equal access were primary to that creation. He said it was created to give local jurisdictions an impetus to join one of the local library consortiums. He said SFPL is a member of BALIS. He said it is a concern that the funding for the State Library is slowly being whittled away. He said we are promoting Free2 but Free2 is not really promoting us. He said this is a great concern. He said the Commission should be asking what is going on with BALIS.

Peter Warfield said it is not clear to him what the cost is to SFPL for participation in the Free2 campaign and where that money is coming from. He asked what the goals of the Free2 campaign are. He asked about the measures of success. He said the issue of consortiums is an important one and he said Link+ is taking away from the Interlibrary Loan system and he asked what BALIS is doing in relation to Interlibrary Loan. He said there has been no discussion or approval by the Library Commission for Link+.

Commission Discussion

Commissioner Chin said she is concerned about the Library Construction Bond and funding at the State level.

Luis Herrera, City Librarian said the prospect for that bond being on the ballot would be at least two or three years out, so it probably would not help with the Branch Library Improvement Program.

AGENDA ITEM NO. 5. FRIENDS OF THE LIBRARY REPORT

Ellen Egbert said that Donna Bero, Friends of the Library, had to leave the meeting and had asked her to give the Friends' report. She said the Ingleside Library Campaign will be holding an Ice Cream Social on Father's Day, Sunday, June 15 from 2 – 4 pm. She said the Potrero Branch Library Closing Party will be held Saturday, May 17 from 1 – 3 pm. She said the Friends will be holding a series of events called a "Primer for City Parents," to be held at various branch libraries. She said there would also be a Mother's Day event "In Mother Words" to be held Wednesday, May 7th at 6:30 pm at the Friends' office.

Public Comment

An anonymous citizen said he will not attend any of the Friends events. He said he will attend the staff recognition awards event since according to the Sunshine Ordinance it will be a passive meeting.

Peter Warfield said he is interested in receiving the invitations to the events that were mentioned in the Friends' report and would hope the Library would make this information available to the public in a timelier manner.

AGENDA ITEM NO. 6 FOCUS ON: PRESERVATION AND BINDERY PREPARATION

Pat Fahrenthold, Chief of Technical Services, gave an overview of the Preservation Unit of the Technical Services Division of SFPL. She said the mission statement is to maintain and preserve the Library collection in optimal condition for users and staff. She gave the background of the unit and described the Preservation unit staff. She showed photos of the book repair work area, book repair equipment, the types of work performed and explained system wide activities.

Commissioner Kane left the meeting at 6:16 pm.

Public Comment

The anonymous citizen said this is emblematic of the real history that the Commissioners need to hear. He said it is a complete fantasy that the Preservation Department was created as a separate unit with a FEMA grant after the Loma Prieta earthquake. He said the FEMA grant at that time was used on a computer purchase, which at the time he complained about bitterly. He said a number of staff members got punitive reassignments because they tried to expose the scandal. It is a great benefit that we now have a Preservation Unit but we should not forget about the real history about this.

Peter Warfield said he would like to get some augmentation about the remarks just made and certainly the Commission could benefit as well. He said the time of the earthquake and what happened after is very significant to what has happened at this library. He said there are serious questions about maintaining collections. He said this unit is about maintaining the physical health and condition of books and not to what he considers is a severe lack of collection maintenance activity with a regard to monitoring losses to the collection. He said the timing of sending periodicals to the bindery is very important for access.

AGENDA ITEM NO. 7 LABOR UNION REPORT

Melissa Riley said she thinks it is very useful for the Commissioners to use the library and helpful for the Commission to understand the use of the library. She thanked the Library and the Friends for making it possible for some staff members to attend the Laureates Dinner.

Public Comment

An anonymous citizen said it very important that the Library Commissioners have the experience and find out what patrons really are

told when they visit the library.

Peter Warfield said he seconds the comments of the union representative and the previous speaker in recommending that the Commissioners take advantage of the resources of the library and to have exchanges with various librarians. He said there has almost never been a time when he has approached a librarian for information or assistance that he has not learned something.

ITEM NO. 8. ADJOURNMENT

President Gomez asked for a motion to adjourn in honor of the artist Ann Chamberlain, who was a San Francisco artist and teacher whose work in public spaces explored history, identity and community. She said Ms Chamberlain was known along with designer Katsy Swan for the creation of the healing garden at the UCSF/Mount Zion Cancer Center. She said Ms. Chamberlain is most known for the vast three-story mural she and artist Ann Hamilton created for the new San Francisco Main Library. They literally papered the wall with 50,000 cards from the old library's obsolete card catalog, each annotated by hand with a quote from the book, a related source or a personal comment, in a dozen different languages, by about 200 people.

MOTION: by Commissioner Chin, seconded by Commissioner Munson, to adjourn the regular meeting of Thursday, May 1, 2008 in honor of Ann Chamberlain.

Public Comment

An anonymous citizen said he endorses the motion and he was disappointed he did not know her.

Peter Warfield said he supports the motion but the remarks about the creation of the art work in the library are somewhat inaccurate because his understanding is that the cards used for the art work were cards not used by the public from an internal card catalog. He said it would be interesting to find out more about the work.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Lee and Munson).

The regular meeting of May 1, 2008, of the San Francisco Public Library Commission adjourned at 6:35 pm.

Please note: Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733

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The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES APRIL 17, 2008 **ACTION**
(Presentation, discussion and possible action to approve the minutes of the meeting of April 17, 2008)
Explanatory document: draft minutes.

3. MEMORANDUM OF UNDERSTANDING BETWEEN LIBRARY AND DEPARTMENT OF PUBLIC WORKS REGARDING BRANCH LIBRARY IMPROVEMENT PROGRAM **DISCUSSION**
(Presentation of and discussion of Draft Memorandum of Understanding ("MOU") between the Library and Department of Public Works regarding management of the BLIP)
Explanatory documents City Librarian's Memo to the Commission dated 5/9/08 and draft Memorandum of Understanding with attachments A, B, C.

4. BOND PROGRAM MANAGER'S REPORT **DISCUSSION**
(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)
This report will consist of an *informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*: none.
Explanatory documents: Current Budget Report and Library Commission Schedule Report

DOCUMENTS DEPT.

MAY 14 2008

SAN FRANCISCO
PUBLIC LIBRARY

5. ADJOURNMENT (requires motion & public comment) **ACTION**

Sue Blackman Library Commission Secretary, 5/9/2008

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Sue Blackman, Commission Secretary 03/29/07

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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SAN FRANCISCO
PUBLIC LIBRARY

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of May 15, 2008

(As approved at the regular meeting of June 5, 2008)

The San Francisco Public Library Commission held a regular meeting on Thursday, May 15, 2008, in the Koret Auditorium, Main Library.

Vice-President Munson called the meeting to order at 4:40 pm.

Commissioners present: Del Portillo, Harris, Lee, and Munson.

Commissioner Kane arrived at 4:42 pm.

Commissioner Chin arrived at 4:47 pm.

President Gomez arrived at 4:50 pm.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said another budget season has gone by without the Commission exercising its responsibilities as trustees of the Fuhrman fund. He said there have been four lawsuits regarding the Fuhrman fund. He said after the 1989 earthquake the Library combined the Fuhrman fund with some FEMA funds and used it as a down payment for a computer purpose even though that was a blatant abuse of the intention of the fund. He said the California State Attorney General had forced the Library Commission to alter its conduct related to the fund. He said you would think that information presented in public comment would have been conveyed to the City Attorney at the time. He said his point is that the Commission's strategies to not learn the truth are actually very expensive for the society as a whole.

Peter Warfield said the previous speaker had some significant points to make about financial oversight. He said there had been a discussion of Link+ at the Library Citizens Advisory Committee, of which he is a member. He said at that time the City Librarian said that there would be cost and benefit figures discussed at a future date at the Commission. He said he does not recall explicit discussion about all of the costs and presumably the benefits about Link+. He said he thought it would be worthwhile to have a comprehensive report of the program.

Sue Cauthen, Chair Library Citizens Advisory Committee (LCAC) said the previous speaker was not at the April meeting where the Link+ issue was vetted thoroughly. She said the LCAC passed a resolution supporting it because the issue of the lost book fee had been resolved. She said LCAC had also discussed Link+ at a previous meeting where the previous speaker was also not present. She said an issue has arisen about the fines and fees resolution and if the ordinance is adopted by the Board of Supervisors that it will take oversight authority away from the Board of Supervisors. She said she was hoping for an answer to that question.

Ellen Egbert said she wanted to give an update on a couple of events supporting the Bernal Heights Branch Library. She said children's day was a terrific success and they raised about $1500 for the library from the fundraising at that event. She said the Le Mons race was a glorious success and it raised about $4,000 through contributions and pledges per lap. She said she pledged $1 a lap for the public comment fund contributions which she makes to the library. She said the public comment fund is contributing $411 to Friends of the Library for the Bernal Branch.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES OF APRIL 17, 2008

Public Comment

An anonymous citizen said the first half of his comments on the first page were represented accurately but there was nothing included about the second half of what he said. He said what he actually said was that what the Friends are paying for is not only that reason doesn't matter, but that explanations are not forthcoming. He said the meaning is that the Friends are paying for things so that there are no explanations. He said that on page 3 where it says he was not quite ready to discuss this item it was misrepresented because it did not include the irony in which it was said.

Peter Warfield said he did not attend the meeting so he listened to the tape. He said at the bottom of page 1 the Chair of LCAC had mentioned that the Library was not charging the $1 per day late fee charged by Link+. He said this was not mentioned in the minutes and he thought it was important that it be included. He said under public comment in the middle of page 2 it was omitted that the anonymous citizen talked about blatant illegality of excluding citizen summaries from the minutes. He enumerated several other significant points that were made that he thought should have been included in the minutes.

Commission Discussion

MOTION: by Commissioner Lee, seconded by Commissioner Harris, to approve the minutes of April 17, 2008.

AYES: 7-0 (Chin, Del Portillo, Gomez, Harris, Kane, Lee and, Munson)

AGENDA ITEM NO. 3 MEMORANDUM OF UNDERSTANDING BETWEEN LIBRARY AND DEPARTMENT OF PUBLIC WORKS REGARDING BRANCH LIBRARY IMPROVEMENT PROGRAM

Luis Herrera, City Librarian, referred to his memo to the Commission dated May 9, which gives background on the Memorandum of Understanding (MOU) between the Library and the Department of Public Works (DPW). He said the Controller's Office, at the request of the Commission and the City Librarian provided a review of the Branch Library Improvement Program (BLIP). The audit recommended that the Library and DPW "replace the current MOU with one that describes in detail specific activities necessary for each agency to meet its obligation to efficiently and effectively manage the bond program." He said the draft was first submitted to the Commission on February 15, 2008, but the item was tabled. He said it was subsequently presented to the Commission for discussion on March 6, 2008. He said since that time there has been significant edits to the draft that clarifies the processes to the management of the program. He acknowledged the efforts of Deputy City Librarian Jill Bourne and DPW Bureau Manager Edgar Lopez for all their hard work on developing this MOU with the help of our Deputy City Attorney Francesca Gessner.

Jill Bourne, Deputy City Librarian, said they are presenting a revised draft of the MOU. She said the goals in drafting the MOU respond to the recommendations in the Auditors Report. She said the key areas they will be discussing will be roles and responsibilities; decision making and approval process; project controls and tools for oversight that have been developed; and finance. She said Section I which begins on page 3 provides the background and history of the BLIP. She said Attachments A1 through A4 provide information about the revenue of the program, established budgets, current schedule and a record of all budget actions taken since the program's inception. She said Section II details the Roles and Responsibilities for each department within the program. She said Section III further describes these roles and the tools being used to manage these projects.

Edgar Lopez, Bureau Manager, DPW, said we have been working on this document for many months. He said we have improved some of the tools we have been using and he said we have clarified roles and responsibilities and created consistency. He said DPW's roles and responsibilities fall in the areas of scope, schedule, budget and change management. He explained the way the MOU addresses these issues. He explained the documents and forms in Attachments C-1 through C-6. He said there has been a lot of discussion about the forms and how they can best be effective. He said sustainability has been discussed and was addressed in the MOU.

Public Comment

An anonymous citizen said the memo was available on Friday and he said he appreciates the time given to review this. He said the attachments are not literally attachments, yet they are available. He said congratulations on the matrix on which comments will be tracked. He said the matrix is not one of the attachments, however. He said he has concerns about the financial agreement in Section 2.2.1 and he said he would have liked to have seen more details in that section.

Peter Warfield said he is glad the Commission is taking this up in considerable detail and over time. He said it is over $100 million for the program and how important it is for the coordination of the program. He said he is disappointed there is not a very clear marking of changes. He said he would like to see a definition of "library stakeholder involvement." He said on page 14 Terms and Conditions, 4.2 Modification to MOU he is alarmed that the public and the Commission are not included in a process for making modifications to the MOU.

Commission Discussion

Commissioner Lee asked about Section 2.2.3 Regulatory Approvals. He said he was also concerned about Section 2.2.4 where it states DPW shall, within 6 months of final completion date, provide a detailed project cost breakdown for the project. He said he would like to see that report be filed within a maximum of 60 days.

Edgar Lopez, Bureau Manager, DPW explained that the architects are required to file the building permit application and once it is filed DPW tracks the process. He said the detailed project cost breakdown includes payments that may be still outstanding, which is the reason for the time delay in providing that report. He said there are also outstanding issues including payments and claims. He said in public projects there are no Mechanics Liens but there are still issues that need to be resolved at the completion of the project.

Commissioner Lee asked about Section 3.5 Construction Phase that any change that may affect the budget or schedule in excess of 5% of the construction contract amount, DPW shall present the request to SFPL for approval. He asked if that means that on any changes below 5% there is no authority required for change orders.

Jill Bourne, Deputy City Librarian, said that the MOU states that DPW shall present any changes to budget or scope for approval to the Library at weekly coordination meetings. She said if the revision exceeds 5% there is a formal authorization process.

Edgar Lopez, Bureau Manager, DPW said that they would take another look at the 5% and possibly reduce the percentage at which the formal authorization process is required.

Commissioner Lee asked about Section 3.5.4 Project Budget Close-out Procedure and asked if it is possible to reduce the six months time period that DPW and SFPL may use remaining project funds to address needs at the branch.

Edgar Lopez said they would look into reducing that time period

Commissioner Munson said he was also concerned about the 5% for approval by the Library for changes effecting the budget or schedule. He said he was thinking a dollar amount such as $100,000 might be more appropriate.

Edgar Lopez said they would be willing to designate a dollar amount for changes to be approved by the Library.

Commissioner Munson said he would like to know the process for developing the forecasts for the project's schedule and budget. He asked if these amounts include the costs for LEED certification and he asked for a full presentation on this at a future meeting.

Luis Herrera, City Librarian, said the Library and DPW are having ongoing discussions about the cost implications relating to LEED and said this would be brought back to the Commission.

Marilyn Thompson, Bond Program Manager, said that in the active program report she specifically reports each project's suspected increases. She said the forecast number is an ongoing process since each project is on a different timeline. She said the forecasts are discussed on a weekly basis at a staff level with DPW and the Chief of Branches staff. She said she reports to the Commission any potential budget and schedule increases, but until there is more detailed information we don't know what the exact increase will be.

Commissioner Munson said forecasting a contingency column would be an important step forward.

Commissioner Del Portillo asked about the policy of local hire for these projects.

Edgar Lopez, Bureau Manager, DPW, said our contracts do have provisions for local hire. He said there are requirements that the contractors have to make a good faith effort to hire manpower locally. He said the Mayor's Office of Workforce Development tracks that information.

Commissioner Del Portillo said she would like to have that information reported back to the Commission.

Commissioner Kane thanked staff for all their work on this. He asked if this MOU was standard operating procedure for DPW and other departments. He also asked if DPW foresees any issues with the

upcoming budget and possible budget cuts that would affect the program. He requested that when the issue of soft costs is brought back to the Commission that the costs of DPW's services will be discussed at that time. He said he would like the Library to report back on an annual basis any material changes to the MOU. He asked about the warranty section and if there is a problem with a branch after it is open and who would handle those issues.

Edgar Lopez said that each MOU is slightly different and tailored to the Department's needs. He said DPW does not expect the budget to affect the program. He also said DPW is oftentimes involved with any warranty issues after a new branch is open.

Commissioner Munson said he would like to see any changes in three months.

Luis Herrera, City Librarian, said the Library and DPW would like to sign off on the MOU and come back to the Commission in three months with a progress report.

Jill Bourne, Deputy City Librarian, said that they would bring make the different implementation tools and processes to the Commission for review.

Luis Herrera, City Librarian, said there is a tremendous level of engagement internally but there are also external stakeholders who are involved at all levels of design and execution of the projects.

Commissioner Chin said she is very focused on quality. She said the reason we are renovating the branches is to get quality work. She said she would like to see some collaboration to insure that the work is the highest quality possible. She said the MOU is a matter of refining the good work that has already been done. She said she does see that this MOU will be a valuable tool.

AGENDA ITEM NO. 4 BOND PROGRAM MANAGER'S REPORT

Marilyn Thompson, Bond Program Manager, said that there were no informational or special reports for this meeting. She said as of 4/17/08 the approved budget was $147,362,986. She said the revenue sources total $147,362,986. She listed the appropriations. She said every change to the baseline budget is included and the last budget was approved on April 17, 2008. She said the schedule report is a summary level report that is broken down by project in alphabetical order and it is also available at the back of the room. She said the last time a schedule change was approved was April 17, 2008. She said each project has the original schedule, the last approved schedule and the forecasted schedule. She gave the Active Projects Report including information on new construction and renovations; and the Construction Report. She said active projects that have been completed are West Portal, Western Addition and Noe Valley. She showed photographs and gave reports on

the Richmond, Portola, Ingleside, Bernal Heights, Eureka Valley, Potrero, Parkside, Visitacion Valley, Anza, Ortega, and Merced projects. She said other active projects are Bayview; North Beach, where there is a Master Plan process in place with the Recreation and Park Department; Park, Presidio and Golden Gate Valley. She said there would be a North Beach community meeting on May 28.

President Gomez left the meeting at 6:17 pm and Vice-President Munson took over as chair of the meeting.

Luis Herrera, City Librarian, emphasized the importance of the Master Plan process for the North Beach branch. He said because it is Recreation & Park Department property there is a great deal of interest in the project. He said the first community meeting had over 100 people in attendance. He said potentially the project will have impacts that will require environmental review and that it may require some joint Commission meetings with the Recreation and Park Commission in the decision-making process.

Public Comment

An anonymous citizen said he has complained several times about the lack of readability of these reports. He said under Schedule Changes on page 2 it says 4/17/08 Potrero extended due to rebid, however, on the Bond Program Schedule Report it shows that the approved schedule and the forecast schedule are completely different. He said what has changed is the approval of the Library Commission of a change to the budget; therefore, he said the schedule changes in the report are wrong. He said someone has to be in charge of catching these things and noting when it happens.

Commissioner Chin left the meeting at 6:27 pm.

Peter Warfield said public comment used to be after Commission discussion. He said he thinks it is important that when Commission discussion goes in unforeseen directions it is important to hear public comment. He said ideally you would have public comment both at the beginning and the end of an item. He said in the last discussion he was disappointed that there was no Commission direction that they approve both the MOU and any changes. He said there are comments about LEED certification and it is not clear to him how that will be evaluated and when it will be considered. He said the Commission should insist on full and open discussions, cost analyses and decision making by this Commission.

Commission Discussion

Commissioner Munson asked about the item on the MOU and whether there should have been Commission action on that item.

Francesca Gessner, Deputy City Attorney, said the item was a discussion item only and no action is required by the Commission on the MOU.

AGENDA ITEM NO. 5. ADJOURNMENT

MOTION: by Commissioner Harris, seconded by Commissioner Del Portillo to adjourn the regular meeting of Thursday, May 15, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 5-0 (Del Portillo, Harris, Kane, Lee and Munson).

The regular meeting of May 15, 2008, of the San Francisco Public Library Commission adjourned at 6:34 pm.

Sue Blackman
Commission Secretary

Please note: Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733.

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

San Francisco Public Library

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SAN FRANCISCO
PUBLIC LIBRARY

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: **Thursday, June 5, 2008**
TIME: **4:30 PM**
PLACE: **Koret Auditorium, Main Library, lower level**

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES MAY 1, 2008 ACTION
(Presentation, discussion and possible action to approve the minutes of the regular meeting of May 1, 2008.)
Explanatory document: minutes.

3. APPROVAL OF THE MINUTES MAY 15, 2008 ACTION
(Presentation, discussion and possible action to approve the minutes of the regular meeting of May 15, 2008)
Explanatory document: minutes

4. CITY LIBRARIAN'S REPORT by Luis Herrera DISCUSSION
(This item is to allow the City Librarian to report on recent Library activities and make announcements.) The City Librarian will give updates on the following topics: recognition of staff retirees with 40+ years of service at SFPL; FY 08-09 budget, Branch Library Hours, and highlights on exhibitions and programs.
Explanatory document: FY08-09 Budget Overview.

5. FRIENDS OF THE LIBRARY REPORT DISCUSSION
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities)

6. COUNCIL OF NEIGHBORHOOD LIBRARIES DISCUSSION
(This item is to allow the Council of Neighborhood Libraries to inform the Commission of their current and proposed activities)

7. FOCUS ON: SFPL'S INFORMATION TECHNOLOGY DIVISION **DISCUSSION**

(Presentation and discussion on SFPL's Information and Technology Division)
Explanatory Document: Information Technology PowerPoint presentation.

8. LABOR UNION REPORT **DISCUSSION**

(This item is to allow representatives of labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

9. ADJOURNMENT (requires motion & public comment) **ACTION**

Sue Blackman Library Commission Secretary, 6/2/08

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To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

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A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

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Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

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Sue Blackman, Commission Secretary

03/29/07

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
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Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of June 5, 2008

(As approved at the regular meeting of July 17, 2008)

The San Francisco Public Library Commission held a regular meeting on Thursday, June 5, 2008, in the Koret Auditorium, Main Library.

Vice-President Munson called the meeting to order at 4:35 pm.

Commissioners present: Del Portillo, Harris, Lee and Munson.

Excused: President Gomez

Commissioner Chin arrived at 4:38 pm

Commissioner Kane arrived at 4:42 pm

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said he had prepared documents to be distributed to the Commission including a letter from the City Controller dated February 14, 1946, describing the Commission's responsibilities regarding the Fuhrman Trust; the Order Approving and Directing Modifications to the Trust Agreement with language submitted by the City Attorney scratched out by the Judge; two of his newsletters on the subject dated September 1992 and January 1994; and an article from the San Francisco Bay Guardian dated December 22, 1993 entitled "Breach of Trust " He said "the point is if you ever believed that they ridiculed me and lied to me because I'm wrong this is the proof otherwise."

Sue Cauthen, Chair Library Citizens Advisory Committee (LCAC), passed out a Resolution adopted by the LCAC and asked that it be included with the Minutes. She said that the LCAC supports retention of the existing system, as stated in Section 2.1.09 of the San Francisco Charter, which reserves final authority over SFPL fines and fees to the Board of Supervisors. She said there had been a request to the Board of Supervisors to reject the entire ordinance based on confusion on this clause, so LCAC felt it was important to make a recommendation.

Peter Warfield said as a member of LCAC he had voted against the Resolution which had just been handed out. He said it is interesting that the City Librarian according to the Resolution has made statements privately to some members of the LCAC, which seems to have usurped the action taken by the Commission on May 1. He said the City Librarian can present what he likes to the Supervisors but it certainly would not be what the Commission agreed to on May 1. He said private statements made regarding actions of the Commission should be brought forward to the Commission.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES MAY 1, 2008

Public Comment

An anonymous citizen said on page one that he spoke about Robert Hass and the fact that the monetary awards were not given to the student. He said the entire point was the San Francisco Unified School District was offended about giving $3,000 to a talented student, but, of course they were all $100,000+ a year executives themselves. He said on page two under approval of minutes that it would be hard to understand what he was saying without going back and providing an example of what he had previously said. He said on page four that his comments did not include his comments about the meaning of the word "scan" in the Ordinance.

Peter Warfield said on page five there are comments from Commissioner Kane regarding fee increases going to the Controller subject to Library Commission approval. He said his recollection was that Commissioner Kane expressed serious concerns about the lack of public visibility and input on changes as provided in the legislation. He said Commissioner Kane's concern is not reflected in the minutes and he thinks that should be included in the minutes.

Motion: By Commissioner Del Portillo, seconded by Commissioner Harris to approve the minutes of May 1, 2008.

Action: Ayes 6-0 (Commissioners Chin, Del Portillo, Harris, Kane, Lee and Munson).

AGENDA ITEM NO. 3 APPROVAL OF THE MINUTES MAY 15, 2008

Public Comment

An anonymous citizen said that these minutes were from the most recent meeting and he said he hoped this was a new policy. He said his comments on the first page left out a crucial point regarding the City Attorney at the time who wrote an article contradicting the position of her office and it would have been helpful to her to have that information. He said the comments under public comment on the minutes were well reported. He said on page five the point Commissioner Del Portillo was making about local hire was not made clear in the minutes.

Peter Warfield said on page four his comment regarding the MOU was included and in general he would praise these minutes. He asked if there was a change in policy to approve the minutes at the next meeting of the Commission.

Sue Blackman, Library Commission Secretary, said whenever there is three weeks in between meetings the minutes will be on the next agenda. otherwise the turnaround time is too short to have the minutes on the following meeting's agenda.

Motion: By Commissioner Lee, seconded by Commissioner Harris to approve the minutes of May 15, 2008.

Action: Ayes 6-0 (Commissioners Chin, Del Portillo, Harris, Kane, Lee and Munson).

AGENDA ITEM NO. 4 CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian said there was an All Staff meeting recently where 63 individuals were honored with service pins. He said he wanted to mention two individuals who are retiring after more than 40 years of service. He said Grace Ruth began with the library in 1966. He said she is a children's collection development specialist who has a national reputation. He said there will be a reception for her on June 20th in the Children's Creative Center. He said the other individual is Dennis Maness, who began his tenure in 1968. He said for the last 8 years he has been the head of the general collections department on the third floor. He said both of these individuals are avid photographers. He wanted to commend both of them for their years of service to SFPL. He said the second topic is the 2008-09 budget which the Commission approved in February. He said since that time we have been negotiating with the budget office and the Mayor introduced a budget to the public last Monday. He said because of our set aside the library is in pretty good shape.

Maureen Singleton, Budget Manager, said that there is a General Fund shortfall of $338.4M and that the State's estimated budget shortfall is $16B but that the State's budget is not expected to be finalized by July. She said the direction from the Mayor's office was to make reductions to bridge the gap and to have a lean and efficient government. She said there could also be layoffs and the library could be effected by bumping of employees of other city departments.

Luis Herrera, City Librarian explained the FY08-09 budget priorities for the library and where the library landed with each of the priorities. He said the Mayor's office is recommending having 4 branch libraries with additional hours including Glen Park, Noe Valley, Ortega and Bayview. He said Ortega and Bayview will now have seven day service.

Maureen Singleton, Budget Manager, gave highlights on the activities since the Commission approved the budget in February. She said when

the original shortfall had not been bridged the Mayor asked all departments for an additional 8% cut based on their base salary budget. She said the benefit the library has because of the set aside was that we were allowed to meet this reduction target by looking at our program change proposals or enhancements rather than having to dig into our base budget as other departments are doing. She said the other benefit is that we were able to look at both personnel and non-personnel to reach the targets, where other departments could not do that. The Mayor's target was to look for internal efficiencies and reduce the size of government. She said we had originally asked for 10.31 Full Time Equivalent (FTE) positions. She said we determined that we could add additional hours at some but not all sites for an additional 3.54 FTEs. She said the Mayor submitted the budget on June 2. She said the first hearing with the Budget and Finance Committee will be on June 16 and the second hearing will be on June 23 and after that it will go to the full Board of Supervisors in July. She said in August we will report back to the Commission on the finalized budget.

Luis Herrera, City Librarian said as part of the budget hearings there will be a discussion on the Fees and Fines Ordinance which the Commission approved. He said that the ordinance has been modified to clarify that the process for increases in fines and fees will remain the same as it is now which is approval by both the Library Commission and the Board of Supervisors. He said this is a good budget for the library but we will be impacted by what is going on citywide. He said there is a freeze on hiring staff so there may be delays in hiring new staff.

Jill Bourne, Deputy City Librarian gave an update on the Branch Library extended hours. She gave the history on how the approved hours were determined. She explained that the goals would be to equalize services across the city and respond to community need. She said additional hours were approved for Ingleside, Mission Bay, Portola, Visitacion Valley, Merced, Ocean View, and Bayview. She said additional hours were added to Western Addition and Park late in the budget process with the Board of Supervisors. She said funding was approved with the FY07-08 budget. She said the hours were implemented the week of October 20, 2007. She said after six months, circulation has increased by an average of 10%, and new library card registrations by an average of 26%.

Linda Brooks-Burton, Bayview Branch Manager, said the new hours have allowed the branch to have more programming and outreach. She said the Thursday evening hours are popular with teen programming and additional meeting room use. She said there has been an 8% increase in circulation and an 11% increase in new card holders.

Avelina Ronquillo, Ingleside Branch Manager, said the additional hours at Ingleside are on Sundays from 1 -5 pm. She said there is heavy use by children and caregivers. She said they now have a family craft table, a Sunday family story time, mural painting program and yoga program. She said there has been a 35% increase in new card holders.

Dominic Scappaticci, Ocean View Branch Manager, said the additional hours at Ocean View are on Mondays. He said they now have afterschool use 5 days per week. He said there has been a 10% increase in books and materials checked out and a 46% increase in new card holders. He said there is an additional day of partnership with the Bookman Community Center. He said there is heavy use of the computer lab on the extra day. He said there is also additional outreach and school visits.

Wen Chin Chen, Visitacion Valley Branch Manager, said the additional Monday hours at Visitacion Valley benefits patrons of all ages. She said adults come in during the day to use the computers and there is a lot of after school use by children and teachers. She said they are doing a lot of school outreach. She said they are planning a partnership with the Visitacion Valley Community Center. She said there has been a 7% increase in books and materials checked out and a 49% increase in new card holders.

Jill Bourne, Deputy City Librarian, said the Library has proposed more hours in the FY 08-09 budget including Noe Valley, Ortega and Bayview to open on Sunday and Glen Park on Monday. She said with these changes there will be 4 remaining branches open 5 days per week, 13 branches open 6 days; 11 branches open 7 days. She said 20 libraries will be open on Monday and 15 branches will be open on Sunday.

Marcia Schneider, Chief of Communications, Collections and Adult Services, introduced Lisa Vestal the Library's Chief Curator and said Lisa has been with the library since August, 2007 and said she had previously worked at Stanford University.

Lisa Vestal, Chief Curator said that there is an exhibit in the Jewett Gallery through June 29 entitled Sing Me Your Story Dance Me Home. She said there will be two exhibition related programs in June. She said the next exhibit in the Jewett Gallery will be Connecting Hearts. . .Building Families on July 12 – August 17. She said there will be an exhibit in the fall entitled Robert Sabuda: Travels in Time and Space from August 31 – November 9. She said the next Skylight Gallery exhibition will be Bookworks 2008 opening July 1 through September 26 and from October 11 – January 18, 2009 there will be an exhibition entitled "Afghanistan 1970 – 1975 Images of an era of Peace" She said there are numerous adult programs scheduled for the summer as well.

Public Comment

An anonymous citizen said he knows Grace Ruth very well, he said he hopes the library will get a chance to debrief her on her knowledge of the library. He said with respect to the budget and Sunday hours it was noted that the presenter on the budget said that the increased hours on Sundays will be available even though the FTE positions are being reduced from 10.31 to only 3.54. He said that should be gratification to all of us and that the cost of those extra hours was inflated, however, the

effect of the closures of the branches from remodeling remain to be seen. He said he noticed no one thanked Supervisors Mirkarimi or Elsbernd or citizen activists for their work and support of extra hours. He said this is a victory for democracy.

Peter Warfield said he would have liked to have heard more about the retirees. He said he's sorry these items were not on the agenda independently because each of these items deserves a good deal of discussion as well as public comment. He said he hopes the Commission recognizes the tremendous efforts that were put into obtaining funding for more branches to open on Sundays including himself, the anonymous citizen and others and certainly strong credit should have been given to the Supervisors who provided the funding. He said he was taken aback in 2006 when the City Librarian said he did not recommend adding any hours to the system. He said the Supervisors persisted and provided the funding. He said a year went by and there was never a plan until FY 07-08. He asked the Commission to ask for further details about what has changed in the budget.

Commission Discussion

Commissioner Del Portillo asked how long it will be before all of the branches are open seven days a week.

Jill Bourne, Deputy City Librarian, said that the priority had been to get all libraries which are currently open five days a week to six days a week and then to increase the number of seven day branches geographically around the city. She said the plan was to move forward in a methodical way so we are not committing to a large increase in budget for staffing.

Luis Herrera, City Librarian, said it is incremental and the goal is to have all libraries open as many hours as possible.

Commissioner Del Portillo said she would like information on cost estimates for opening all libraries for seven days.

Jill Bourne, Deputy City Librarian said she did cost estimates on that a couple of years ago but she would like to go back and update the numbers to bring back to the Commission.

Commissioner Kane said he thinks we are 21 days short from having all branches open seven days a week. He said he would encourage creativity in budgeting. He asked about our cut in the budget in response to the Mayor asking for an additional 8% cut.

Luis Herrera, City Librarian said that the total increase is higher than the $81M and he said the base budget and increases are actually higher and even with a reduction the total budget increase is about 8%.

Maureen Singleton, Budget Manager, said the new budget will be $84.58M. She said even though we made reductions in spending areas

overall the budget went up because the savings were in a category called "appropriated for reserve". She said it is a chunk of about $4.1M that is appropriated but is not appropriated for any particular source or project. She said the amount allocated in the budget will be approximately the same as the amount approved by the Commission in February.

Commissioner Kane asked that a report come back to the Commission comparing the budget approved by the Commission and the final adopted budget by the Board of Supervisors.

Commissioner Chin said she wanted to recognize and congratulate the two retiring employees, who are retiring after 40 years of service.

Luis Herrera, City Librarian, said he will come back to the Commission at the end of the year with a full report on all retiring employees throughout the year.

AGENDA ITEM NO. 5. FRIENDS OF THE LIBRARY REPORT

Vice-President Munson announced that there would not be a Friends of the Library Report at this meeting.

AGENDA ITEM NO. 6 COUNCIL OF NEIGHBORHOOD LIBRARIES

Ellen Egbert said she is a member of the Council of Neighborhood Libraries (CNL) and said several members of CNL would like to give some history and an update on CNL activities.

Sandra Miller, representing the Presidio Branch on CNL said CNL is a varied group of volunteers and very passionate local library users. She said we try to contribute a valuable connection between staff and users of the library. She read the Mission Statement, which is: In order to create a public library system which best meets the needs of San Franciscans, the CNL promotes dialogue among and between branch libraries, San Francisco neighborhoods and library and city decision makers by promoting public awareness about the library system and its services, identifying and championing branch needs and working to resolve issues and acting as a conduit for neighborhood input." She said CNL has monthly meetings. She said the members share information about their individual branches.

Laura Bernabei, representing the Ingleside Branch, said since some of our libraries have been renovated, five are currently in construction and five more are in design, many CNL members have been focused on the Branch Library Improvement Program (BLIP). She said CNL meetings allow representatives from different branches the opportunity to share successes and pitfalls during this process. She said many of the CNL members also serve on the Neighborhood Library Campaigns (NLC) staffed by the Friends and Foundation. She said a focus is on fundraising but they also build community involvement with the renovation of the

buildings. She said they will continue to keep the Commission informed about future events as they come up.

Chet Roaman said the Library has added a place on the Furniture, Fixtures and Equipment meetings for a CNL member. He said local library users are now a part of the branches design review process. He said designers, consultants and contractors show their finished designs and there are usually 4-5 meetings to refine the designs. He said the discussions are lively. He said specific topics include color schemes and textures, types of flooring, furniture, lighting and shelving choices. He said having a voice from the community adds a touch of reality and maybe even gravitas.

Ellen Egbert passed out samples of various brochures which have been done for the branch libraries as they open. She said these are a brainchild of CNL member Miriam Pavis from Bayview. She said some of the other things CNL are involved in include advocating for the library at community meetings, supporting library openings and closings, attendance at community fairs and events, and supporting Friends activities. She said she reports back to CNL on the Library Commission as well. She said Sue Blackman, Library Commission Secretary is now representing the Commission at the CNL meetings and Sue provides the facts on what is happening at the Commission meeting. She said she usually adds the color of what happens. She said after a branch has been reopened CNL goes back in and works on lessons learned. She said things that might not be working perfectly are made known so that it won't happen again. She said CNL meets the last Thursday of every month at 4:00 pm in the Latino/Hispanic Community Room and the Commission is welcome to attend at any time.

Luis Herrera said Brian Bannon, Chief of Branches is the Chair of that Committee and it is a truly engaging and active group that we truly appreciate.

Public Comment

An anonymous citizen said it was a very interesting report about the Council of Neighborhood Libraries. He said it is a Committee that has been around for several decades. He said since it gets people involved it sometimes operates positively. He said it has engendered several activists over the years.

Commission Discussion

Commissioner Lee thanked the members of the CNL for their comments and input and for supporting the library.

Vice-President Munson said it is wonderful to know that there is a group of dedicated people that work as hard as described to help make the library system work in the neighborhoods.

Commissioner Del Portillo thanked the CNL members. She said that nothing preserves an institution better than being "owned" by the people who use it.

Commissioner Kane thanked the CNL members. He asked if any of the branches do not have representatives and if so is there anything the Library can do to make sure each branch is represented.

Ellen Egbert said most of the branches have representatives, but some do not. She said the branch librarian has some responsibility in promoting membership in CNL.

Brian Bannon, Chief of Branches, said the representatives to CNL come through a variety of different ways. He said sometimes the recommendations come from the branch librarians and sometimes from a current member of CNL. He said we do encourage each branch to have a representative. He said the work the members of CNL do is truly extraordinary.

Luis Herrera, City Librarian, said there is a Recruitment Committee that strategizes about how to maximize participation from the branches.

Commissioner Chin said there are so many dedicated people involved in CNL. She said perhaps each branch should have the picture of their representative in the branches.

AGENDA ITEM NO. 7 FOCUS ON: SFPL'S INFORMATION TECHNOLOGY DIVISION

Vivian Pisano, Chief of Information Technology, said that Information Technology (IT) is largely a support service. She said we provide the tools to allow library staff to effectively deliver library services to the public and provide public access to library resources and the world of information. She said Public Technology is one of the library's key priority areas. She explained the goals of IT. She said there are 630 PCs in the Main and branches. She said the library provides free WiFi at the library and 23 branches. She said they are planning to upgrade the Main Library WiFi in the next year. She said IT administers the online public access catalog. She said next month IT will be introducing an alternative and additional way to search the catalog. She said the website is the heart of our virtual library services. She said about 9% of visitors to the website come from outside the United States. She said the website had 12.25 million hits last year. She said there were 449,420 hits to the Spanish and Chinese websites.

Public Comment

An anonymous citizen said he liked the report and hopes there will be ongoing reports on this. He said this is something he hopes the Commission will take very seriously. He said since we now have tables

reserved for laptop users only, we should make sure we have access to all of the people including nontechnologically proficient people.

Peter Warfield said this is something we could have a great deal of discussion on. He said he would like to know what projects are planned besides WiFi. He said regarding WiFi there are very serious concerns about the radio frequency radiation health effects. He said there are people very concerned about the health effects especially for library workers who are subjected to that on an on-going basis. He said there are basic catalog functions that need to be looked at as fix-it projects.

AGENDA ITEM NO. 8 LABOR UNION REPORT

Melissa Riley said she wanted to add her thanks to the CNL, the Library Commission and Library Citizens Advisory Committee who are all working hard to make the library more useful and better for the public. She said she also wanted to thank the taxpayers who consistently vote to support the library and also to all the people who use the library and give their ideas and suggestions. She thought it was a good idea to have the CNL members and Commissioners pictures put on the website.

Public Comment

There was no public comment on this item.

ITEM NO. 9. ADJOURNMENT

MOTION: by Commissioner Chin, seconded by Commissioner Harris, to adjourn the regular meeting of Thursday, June 5, 2008.

Public Comment

There was no public comment on this item

AYES: 6-0 (Chin, Del Portillo, Kane, Harris, Lee and Munson).

The regular meeting of June 5, 2008, of the San Francisco Public Library Commission adjourned at 6:40 pm.

Please note: Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in

connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: **Thursday, June 19, 2008**
TIME: **4:30 PM**
PLACE: **Koret Auditorium, Main Library, lower level**

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. DESIGN CONCEPTS AND LOCATION OPTIONS FOR BAYVIEW/ANNA E. WADEN BRANCH LIBRARY **ACTION**
(Presentation, discussion and possible action to approve design concepts and location options for the Bayview/Anna E. Waden Branch Library).
Explanatory document: Memo from City Librarian to Commission dated June 16, 2008; Design Concepts and Location Options for the Bayview Branch Library.

3. FRIENDS OF THE LIBRARY REPORT **DISCUSSION**
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities)

4. BOND PROGRAM MANAGER'S REPORT **DISCUSSION**
(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)
This report will consist only of the following *special reports*: (1) program soft costs and (2) Leadership in Energy and Environmental Design (LEED) presentation.
Explanatory documents: Memo from DPW to Luis Herrera dated June 13, 2008; LEED PowerPoint presentation.

5. ADJOURNMENT (requires motion & public comment) **ACTION**

Sue Blackman Library Commission Secretary, 6/16/2008

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor,

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org/librarylocations/libcomm/2007agendas.htm.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site sfgov.org/ethics.

Sue Blackman, Commission Secretary 03/29/07

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Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of June 19, 2008

(As approved and amended at the regular meeting of July 17, 2008)

The San Francisco Public Library Commission held a regular meeting on Thursday, June 19, 2008, in the Koret Auditorium, Main Library.

President Gomez called the meeting to order at 4:40 pm.

Commissioners present: Gomez, Harris, Lee, and Munson.

Commissioners excused: Del Portillo and Kane.

Commissioner Chin arrived at 4:43 pm.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said he wanted to tell the Commissioners about Jason Garza who felt suicidal and called the suicide hotline, who told him to go to the SF General Hospital (SFGH). They threw him out so he shows up again at SFGH and they arrest him for trespassing so he sues the city and shows up for his own deposition and because of his mental state they take him to a mental hospital. He said the irony is that the city first referred to put him in a mental hospital. He asks the Sheriff's Department for some public records and they give him a letter saying there are no records "signed" RN Ratched. Of course, RN Ratched is the shrewish nurse in One Flew Over the Cuckoo's Nest. The bureaucrat goes before the Sunshine Task Force and the person says "we only do this to certain people." He said the Sheriff's office laughed the same way the Library Commission laughs at the anonymous citizen. He said the lessons will be saved for later.

AGENDA ITEM NO. 2. DESIGN CONCEPTS AND LOCATION OPTIONS FOR BAYVIEW/ANNA E. WADEN BRANCH LIBRARY

Luis Herrera, City Librarian said this is a very important step for the new branch library for Bayview. He said at the February 7, 2008 Library Commission meeting, staff presented four design concepts and the Commission narrowed those down to two. One was Option B a two story library and Option D a one story new library but the Commission also

directed staff to look at a parallel option of possibly purchasing and developing an alternate property for the building.

Brian Bannon, Chief of Branches, explained the criteria used for looking at a new site including identifying services in the area which the Library will be serving. This included schools, youth centers, child development centers, resource centers, family day care, and health centers. He said they also looked at access to the business district, transportation and sites central to the Bayview area.

Roberto Lombardi, Operations and Maintenance Director, described options for new sites meeting the criteria identified and listed the critical factors for each. He said it was a very thorough search of the properties in the area.

Luis Herrera, City Librarian, said that the exercise of looking at additional sites was very good for staff because it developed the criteria for the library in the area.

Kacey Jurgens, Thomas Hacker Architects, Inc. explained the design schemes for the existing locations. She said Option B would be a two story building and Option D was a one story building using the adjacent site. She said there was a community meeting on the project in April. She said at the meeting they discussed integrating art into the design of the building and she showed various images. She showed a schematic design of Option B.1, which is the two story option on the existing site. She also showed a schematic design of Option D.1, which is the one story option with the additional property at the existing site. She said they also did massing studies for the two options. She said they also compared the advantages and challenges of the two options.

Luis Herrera, City Librarian said the recommendations before the Commission are to pursue schematic design for a one story building and to pursue property acquisition options to accommodate a new one story building.

Public Comment

An anonymous citizen said if you know the Bayview community you know that just because there are clusters of services does not mean there are clusters of residents. He said this neighborhood is one of the last neighborhoods that has large sections of light industry mixed in with residential. He said even though the Library that is there now gives a kind of uninviting exterior it was not done without thought because of the social chaos in the area at that time.

Peter Warfield said he would like to see the Commissioners able to ask questions prior to public comment so that the public can respond to those issues. He said there is no information on what the book capacity is for the library, what the book capacity should be and what it will be under each alternative. He said that would be useful information. He said that

some of the comments reported from the community meeting include adding bullet proof glass and insuring safety and security for the building.

Mary Harris said she likes the D1 alternative. She said there is a two story branch at Ocean View and she sees the problem with staffing a two story building. She said she thinks it is preferable to have a one story building. She said she would like to see a lot of skylights and would like to see this brought back to the community for further discussion.

Commission Discussion

Commissioner Lee said he likes what he sees. He said library staff is performing a magnificent job in terms of the search, the selection and the options given to the Commission. He said he likes the one story option and would like to see that pursued.

Commissioner Munson asked about vacant lots in the area.

Luis Herrera, City Librarian said they looked at approximately 12 lots and some of them were vacant.

MOTION: by Commissioner Munson, seconded by Commissioner Lee to approve the City Librarian's two recommendations for the Bayview/Anna E. Waden Branch Library: 1) that the City Librarian direct the architect to pursue schematic design for a one story building and 2) that the City Librarian direct the Real Estate Division to explore property acquisition options to accommodate a new one story building.

AYES: 5-0 (Chin, Gomez, Harris, Lee and, Munson)

AGENDA ITEM NO. 3 FRIENDS OF THE LIBRARY REPORT

Donna Bero, Friends of the Library, thanked the Commission for the vote they just took on the Bayview branch library. She said the Bayview Branch will address a deserving population. She said they have made the existing library the best it can be and it will be a joyous process as it goes forward. She said the Board of Directors for the Friends of the Library passed the Fiscal Year 2008-09 budget. She said it is a healthy and ambitious budget. She said they are anticipating bringing in more than a million dollars through book sales alone in the next fiscal year. She said they are receiving about 600,000 book donations a year. She said the budget includes approximately $750,000 in direct support for programs at the library. She said they will also be dedicating $2,325,000 to the BLIP program in the next fiscal year. She said the Friends have developed a partnership with the storytelling series Porchlight. She said Friends will be working in tandem with them. She said Porchlight's Sixth Anniversary show is coming up on July 11th, entitled "The Seven Deadly Sins." She said the San Francisco International Poetry Festival entitled Flor y Canto en el Barrio: A Celebration of Latino Poetry will be held July 24 -26 at various locations in the Mission area. She said there are also several events coming up at Fort Mason.

Public Comment

Mary Harris, Friends of Ingleside Library wanted to publicly thank Christine Leishman, who will be leaving the Friends' staff. She said she was fantastic to work with and she thanked the Commission for their corroboration with the Friends' staff.

An anonymous citizen said if you were told the Sherriff's Department had a complaint fund and every time someone complained about the Sherriff's Department someone put $5 in the fund, you would probably be shocked. He said if you told the Sherriff's Department that they have a fund like that at the Public Library where every time someone complained about dishonesty or ridicule they put $5 in the fund the Sherriff's Department would be shocked. He said what does the public comment fund do but encourage people to generate that abuse.

Peter Warfield said since it was mentioned that the Friends' support for library programs for next Fiscal Year was $750,000, he is curious what that amount was for the current Fiscal Year.

Commission Discussion

President Gomez said as a point of clarification that the public comment fund referred to by the anonymous citizen was created by a library patron, who suggested that each time the phrase "do not give to the Friends" was heard, people might be interested in giving to the Friends. She said some people have kept track of the number of times they have heard that phrase and have donated money to the public comment fund.

AGENDA ITEM NO. 4 BOND PROGRAM MANAGER'S REPORT

Luis Herrera, City Librarian, said the Bond Program Manager's Report will focus on two special reports which the Commission has expressed interest in.

Edgar Lopez, Bureau Manager, Department of Public Works (DPW), said that DPW has made a management decision to replace the Bond Program manager for the Branch Library Improvement Program. He said as of June 11 Lena Chen has been assigned as the new Program Manager. He said Lena has over 30 years of experience as a Project Manager and has been a Project Manager at DPW for the past six years. He said she led the capital bond program for the San Francisco Zoo. He said the first special report is on soft cost. He said soft cost refers to expenses not considered construction cost incurred throughout the life of the project. He said there is a significant difference between public and private development and explained soft cost unique to the public sector. He said both basic and supplemental architectural and engineering

services (A&E) are a component of soft cost. He explained how soft costs are budgeted. He said that soft cost is aligned with benchmark data and he explained how we control soft cost. He introduced the second presentation on Leadership in Energy and Environmental Design or LEED.

Mark Palmer, City of San Francisco Green Building Coordinator, Department of the Environment, said his mother was a librarian and is a big fan of green buildings so she is ecstatic he is working on this program. He explained some of the San Francisco Environment Programs. He showed slides on U.S. energy and electricity consumption and U.S. building impacts. He explained the many aspects of a green building. He said the U.S. Green Building Council has developed the four levels of LEED which are LEED Certified, LEED Silver, LEED Gold and LEED Platinum. He said California has by far the largest number of LEED certified green buildings. He said San Francisco has adopted LEED Silver as its standard for all city projects over 5,000 sq. ft. or larger. He said there is pending legislation to require LEED certification for all private sector commercial and residential buildings. He gave a brief overview of some of the LEED certified projects in San Francisco.

Edgar Lopez, Bureau Manager, DPW said the next speaker is Raphael Speery who provides strategic planning and design review and LEED process consulting.

Raphael Speery, Simon & Associates, said the most important thing to understand about LEED and green building is that in order to do it well you should take that approach from the beginning and do an integrated design process. He explained the integrated design and construction process. He showed the timeline for a sample design bid build process for LEED certification. He showed examples of some green projects and gave some green highlights for San Francisco libraries.

Edgar Lopez, Bureau Manager, gave the LEED cost timeline for BLIP projects. He also explained the next steps in BLIP for LEED certification.

President Gomez left the meeting at 6:09 pm.

Vice-President Munson took over as chair of the meeting.

Public Comment

An anonymous citizen said the presentation was very interesting. He said he would have liked to have seen the usual schedule and budget reports. He said one of the categories that was not broken down for soft costs was soft costs that pay for themselves and those that do not. He said in the private sector they have gone to a new model called design/build so that there is one contract for both functions to avoid litigation between parties. He said it is gratifying to see how sophisticated the green building program has become.

Peter Warfield said with regard to setting policy on LEED certification there is a missing piece and that is what is the Commission's goal with regard to LEED certification? He said according to the report San Francisco's green building policies require LEED silver certification for all city projects over 5,000 sq. ft. and was adopted in 2004. He said he doesn't recall that all branch libraries built since that time have met LEED silver. He said it appears that the MOU was signed with a $100,000 threshold requiring a revision authorization form. He said that is quite surprising in terms of the standard. He said the MOU that was presented to the Commission was open-ended and changeable at any time without notifying the Commission or getting approval. He said it may cost more for public outreach but after all the public is paying and the public has to be satisfied with the product.

Commission Discussion

Commissioner Lee said DPW has reduced the project manual's size to about a quarter the size it used to be so there is a big savings in paper. He said there are good points and bad points on design/build projects. He asked about cost benefits on energy savings.

Mark Palmer, City of San Francisco Green Building Coordinator, said through a series of studies it has been determined that there is a very small incremental cost to achieve green buildings and it is paid for ten times over within the first 20 years of operation of that building. He said it is a very large return on investment. He said in broad generalities it is about a 2 year payback. He said another study shows there is no statistical difference between the cost of sq. ft. of a conventional building and a green building. He said it is more about the process involved.

Commissioner Lee asked about natural light with more windows and if there are more leakage problems.

Mark Palmer said often times it doesn't take more windows or more glass it's more about the property placement of the windows and glass. He said in today's technology the glass on the west side of the building can be different from the glass on the east or the south sides to either capture or reject heat. He said the modern window technology is air tight and there is not an issue with leakage.

Commissioner Lee asked about the cost of rainwater storage tanks.

Mark Palmer said in this climate we do not recommend tanks for water storage. He said we try to infiltrate the water onsite through vegetative storm water management.

Commissioner Lee said the analysis of soft cost is very enlightening and there was a lot of work put into it and he appreciates the study of California multi-agencies. He said DPW's percentage is consistent with that study. However, he said DPW has a good team and he would like to see those costs go below 24%.

Edgar Lopez, Bureau Manager, DPW, said they will consider that a challenge to do so.

Vice-President Munson thanked staff for a well done report.

AGENDA ITEM NO. 5. ADJOURNMENT

MOTION: by Commissioner Harris, seconded by Commissioner Lee to adjourn the regular meeting of Thursday, June 19, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 4-0 (Chin, Harris, Lee and Munson).

The regular meeting of June 19, 2008, of the San Francisco Public Library Commission adjourned at 6:39 pm.

Sue Blackman
Commission Secretary

Please note: Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733.

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

San Francisco Public Library

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SAN FRANCISCO
PUBLIC LIBRARY

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: **Thursday, July 17, 2008**
TIME: **4:30 PM**
PLACE: **Koret Auditorium, Main Library, lower level**

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES **ACTION**
Presentation, discussion and possible action to approve the minutes of the regular meeting of June 5, 2008.
Explanatory document: minutes.

3. APPROVAL OF THE MINUTES **ACTION**
Presentation, discussion and possible action to approve the minutes of the regular meeting of June 19, 2008.
Explanatory document: minutes.

4. CITY LIBRARIAN'S REPORT by Luis Herrera
DISCUSSION
(This item is to allow the City Librarian to report on recent Library activities and make announcements). The City Librarian will give updates on the following topics: American Library Association (ALA) Conference; San Francisco Civil Grand Jury Report; 2008-09 Budget.
Explanatory documents: Memo from City Librarian regarding Civil Grand Jury Report dated July 14, 2008; San Francisco Civil Grand Jury Report dated June 26, 2008; Budget Update.

5. LIBRARY CITIZENS ADVISORY COMMITTEE
DISCUSSION
(This item is to allow the Library Citizens Advisory Committee (LCAC) to inform the Commission on their annual report to the Board of Supervisors.)
Explanatory document: LCAC Annual Report

6. FRIENDS OF THE LIBRARY REPORT

DISCUSSION
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

7. BOND PROGRAM MANAGER'S REPORT **DISCUSSION**
(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)
This report will consist of an *informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*: Parkside Peer Review Response.
Explanatory documents: current Budget Report; Branch Library Summary Schedules; Parkside Peer Review Response.

8. PROCUREMENT OF SHELVING SYSTEMS FOR BRANCH LIBRARIES
ACTION
(Discussion and possible action to approve Resolution urging the Board of Supervisors to adopt an ordinance waiving the competitive bidding requirements for the procurement of shelving systems for the San Francisco Branch Libraries)
Explanatory documents: (1) Draft Ordinance (2) Resolution urging the Board of Supervisors to adopt the Ordinance.

9. LABOR UNION REPORT **DISCUSSION**
(This item is to allow representatives of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

10. ADJOURNMENT (requires motion & public comment) **ACTION**

Sue Blackman Library Commission Secretary, 7/14/2008

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54957.5 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d). If any materials related to an item on this agenda have been distributed to the Commission after distribution of the agenda packet, those materials are available for public inspection at the Commission Secretary/Custodian of Records office, 6th floor, Main Library during normal office hours.

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Gavin Newsom
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Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

DRAFT

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of July 17, 2008

The San Francisco Public Library Commission held a regular meeting on Thursday, July 17, 2008, in the Koret Auditorium, Main Library.

President Gomez called the meeting to order at 4:42 pm.

Commissioners present: Gomez, Harris, Lee, and Munson.

Commissioner Kane arrived at 4:43 pm.

Commissioner Chin arrived at 4:46 pm.

Commissioner Del Portillo was excused.

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President Gomez said that because of the length of the agenda Items 2 and 3 Approval of the Minutes would be moved to the end of the meeting.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said last month under public comment he told a story about Jason Garza suing the city. He said after the lawsuit was dismissed a Federal Regulatory Agency cited the San Francisco General Hospital for malfeasance and fined them. He said this was a vindication of Mr. Garza's position. He said doesn't the truth belong to everyone. He said when Mr. Garza complained nothing happened but when a Federal Regulatory Agency shows up the truth is different. He said the other part of the story was that when Mr. Garza tried to get information from the Sheriff's office the letter back to him said there was no information and was signed RN Ratched. He said this is a denial of the truth that is blatantly abusive. He said the right to the truth should be one of the most basic rights we have. He said manipulating lies for power is the way this society operates not just the public library. He said when you say you only do it to certain people; everybody is that certain person when they are not the beneficiary of the lie.

Peter Warfield said "horns waggled" is the word that comes to mind. He said it is unusual for the horns waggling to be as obvious as in this example. He said the Library Citizens Advisory Committee's Resolution of May 21 in support of the Fines and Fees Ordinance includes language

that there is confusion over who will have final authority of the Library's Fines and Fees if the Board of Supervisors adopts the Ordinance as approved by the Library Commission. He said two weeks later a letter to the Board of Supervisors, signed Sue Blackman, Commission Secretary reads "please note that a substantially similar version of the ordinance was introduced by the Mayor on June 2, 2008. The only difference between the version attached to this Resolution and the version introduced by the Mayor is that the introduced version removed the clause that would have given the Controller the authority to adjust fees annually to reflect changes in cost without further Board approval." He said horns waggled not two weeks later.

AGENDA ITEM NO. 3. CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian, said the American Library Association Conference in Anaheim drew about 22,000 people and it was a very successful conference. He said several staff members attended the conference and participated in a number of panels and programs. He said there was a Civil Grand Jury Report issued on June 26 entitled "Accountability in San Francisco." He said the report is in the Commissioners' packets and available at the back of the room. He said the report examined four areas. He said item number 3 is the management of funds generated by the Library and Laguna Honda Hospital bond measures and item 4 is the City's new official website. He said item 3 discusses the Library's Branch Library Improvement Program (BLIP). He said the issues discussed have been addressed in the audit report that the Commission requested. He said the report has a total of 14 recommendations and specifically asks the Library to respond to only one of them and that is number 11 on page 21 of the report. He said the response is due in 60 days which is August 25. He said the Library will be drafting a response and will present that to the Commission at the August 21 meeting. He said the 2008-09 budget would be going to the Board of Supervisors for final approval on July 22 and he explained changes to the budget since the Commission approved it in February.

Maureen Singleton, Budget Manager, explained the current budget pending before the Board of Supervisors. She said the final FY 08-09 budget totals $84,583,291, which includes an operating budget of $78,112,255, a capital project program of $70,000 and $6,401,037 for the Branch Library Improvement Program and Interim Services. She said the largest part of the budget goes towards labor but the next largest goes to the books and materials budget.

Luis Herrera, City Librarian, explained the FY08-09 budget highlights including expanded hours at some branches; 0.50 FTE for the Green Libraries Initiative; 0.77 FTE to serve as the School Services Specialist; $5,751.037 for the Branch Library Improvement Program; and $1M+ enhancement of the book budget for a total book budget of 10.1M.

Maureen Singleton, Budget Manager, said the growth between FY 07-08 and 08-09 in the Book and Materials Budget is 11.56%. She showed

charts showing labor costs, budgeted FTE by Fiscal Year, and the budget variance broken down by expenditures and revenue.

Public Comment

An anonymous citizen said regarding the Grand Jury report that it is true that there is only one recommendation addressed to the Commission directly but there are a number of findings directed towards the Library Commission. He said the most significant one was that the Library Commission should have known that the BLIP escalations did not meet the set aside. He said the emphasis is on the accuracy of information on the website. He said there is a fantasy out there that everyone will read everything and sound the alarm and let everyone know what is coming. He said no one pays any attention anyway. He said the Grand Jury presupposes that if you had accurate information people would pay attention. He said people pay attention and nothing ever changes anyway so that is a basic flaw in management. He said the budget is good news. He said it was announced today that the National Poet Laureate is Kay Ryan from the Bay area.

Peter Warfield said the Grand Jury Report bears a full reading. He said with respect to the website, the Sunshine Ordinance has for some time said that a website is supposed to be updated regularly. He said the Library's website has a number of deficiencies with regard to its up-to-datedness. He said it is good to hear that the budget provides for more hours and more money for books, but he wishes there was more money for books. He asked which branches are getting additional Sunday hours and which are getting additional Monday hours. He said he wished that more branches were open on Sundays, which is what the patrons have requested.

Commission Discussion

Commissioner Kane asked about the branches that will have additional hours.

Jill Bourne, Deputy City Librarian, said when the new hours are enacted there will only be two branches that are five day branches. They are Potrero and Bernal Heights and they are both closed for construction. She said the goal would be to add a day before they reopen. She said they will be pairing the openings of branches nearby for Sundays and Mondays. She said Noe Valley will be open on Sundays, Glen Park open on Mondays; Presidio open on Sundays, Golden Gate Valley open on Mondays and there are three more seven day branches in Bayview, Ortega and Merced.

Commissioner Kane asked about the Library's website and whether the BLIP information is posted on it.

Luis Herrera, City Librarian, said the Grand Jury report talks about the City's website and the Library's website is different from that. He said

they will be working to provide more information on BLIP on the City's website. He said the Library's website is also undergoing some changes so that will be brought back to the Commission as well.

Mindy Linetzky, Bond Program Administrator, said the Library's website has all of the BLIP reports the Commission receives. She said there is also a separate page for each of the projects. She said there is information for contractors and community events.

AGENDA ITEM NO. 5 LIBRARY CITIZENS ADVISORY COMMITTEE

Sue Cauthen, Chair, Library Citizens Advisory Committee (LCAC), said she attends most Commission meetings and gives updates throughout the year but this is a chance to share with the Commission their annual report to the Board of Supervisors. She said the Committee was formed in 2004 and had their first meeting in January 2005. She said they meet every month and they study library issues. She said they have wonderful support from the Library and the Board of Supervisors. She said one of their biggest successes was their input on Prop D, the property tax set aside issue. She said LCAC suggested a cap on the amount that could be spent annually for bond retirement so as not to affect library services and that was inserted into the proposition. She said LCAC was a strong supporter of the Proposition which obtained 74% of the vote. She said they have been following the Branch Library Improvement Program and she said they are anxious to see the MOU between DPW and the Library implemented. She said LCAC passed a resolution in support of the Library's proposed budget. She said they appreciate the monthly meetings that she and the Vice-Chair have with the City Librarian and they appreciate library staff attending their meetings. She said they are concerned that LCAC has been somewhat buried on the library's website and are working with the library to obtain a more prominent link on the home page. She said this is important because LCAC serves as a forum for public input so that they can advise the Supervisors and report to the Commission. She said they also have an issue about not being linked to the Board of Supervisors home page. She thanked the library for storing the tapes of the meetings. She said there are 17 members, each Board member appoints a member and the City Librarian appoints 3 members. She said the goals for next year are to work on senior services, multi-lingual services, and other issues. She said the Commissioners are always welcome to attend their meetings.

Lucille Carter, Vice-Chair, LCAC, said she wanted to emphasize the harmony with which they are working with the Library. She said the budget is successful and they are pleased that their endeavors with Prop D have become successful without jeopardizing the bottom line for operating expenses. She said LCAC has given support for the fines and fees ordinance and their support for Link+. She said she is thrilled with the programming at the library.

Douglas Ryan said he is the youth representative of LCAC and has been since its founding. He said the value of the LCAC is the insight we offer

and the fact that we bring up issues and get people to think about those issues. He thinks LCAC is a very valuable group.

Public Comment

There was no public comment on this issue.

Commission Discussion

Commissioner Chin said she was happy to hear the report. She was interested in the interface between the Council of Neighborhood Libraries (CNL) and LCAC.

Luis Herrera, City Librarian said LCAC, the Friends and the Commission have liaisons to the CNL.

Commissioner Kane said he enjoyed the report and enjoyed his visit to LCAC and would encourage all members of the Commission to attend a LCAC meeting.

AGENDA ITEM NO. 6 FRIENDS OF THE LIBRARY REPORT

Donna Bero, Friends of the Library, said congratulations and thanks to the LCAC for doing a wonderful job. She said they are great partners both as advocates and as community representatives. She congratulated the Library staff on the progress of the budget. She said that the International Poetry Festival is coming up on July 24 -26. She said it is flor y canto en el barrio a celebration of Latino poetry. She said it will be a bilingual festival and she hopes the Commissioners will be able to attend. She said Poets 11 will start on August 5 at the Park Branch and will end on September 21 at the Koret Auditorium. She said it has been revamped a little bit for this year. She said the event is spectacular and she encourages the Commissioners to attend. She said another program Friends has been partnering on with the Library and the Mayor's office is CitySpeaks. She said there have been two events and a third is coming up on September 16. She said the Mayor will be interviewing Steve Chen of YouTube. She said there have been successful receptions to celebrate the permanent signage for the lit program at the West Portal and Sunset branches.

Public Comment

An anonymous citizen said he had posed a question under public comment after the City Librarian's report which was "Why is it that when there is an opportunity to see the truth, you miss it and nobody pays any attention?" He said the answer is you make a virtue out of groupthink. He said the highest value is not everybody working together, it is recognizing reality. He said when you take the opportunity to hear what you need to hear and suppress it and then compliment yourselves on your harmony you are creating a value that is actually undermining your function.

Commission Discussion

Commissioner Kane said thank you to the Friends for all their tremendous work. He said it is a great model of a public private partnership. He said it would be nice to have an annual report at one meeting a year in addition to the monthly updates.

Donna Bero said the Friends would be more than happy to do an annual report. She said that two of the poets who are participating in the upcoming International Poetry Festival have just arrived and asked if they could read each read a short poem.

Jorge Argueta, said he has a good time writing children's books and he goes all over the country reading. He said it is really beautiful. He read a poem entitled "Wonders of the City" from his book A Movie in my Pillow.

Mr. Gomez, a resident and activist in the Mission for the last 30 years read a poem about the war.

Public Comment

An anonymous citizen quoted a poem.

AGENDA ITEM NO. 7 BOND PROGRAM MANAGER'S REPORT

Edgar Lopez, Department of Public Works, said last month they announced a new Program Manager for the BLIP, Lena Chen. He said Lena will be making her first Program Manager's report to the Commission today.

Lena Chen, Bond Program Manager, said along with the regular reports there would be a special report on the Parkside Peer Review Response. She said as of 4/17/08 the approved budget was $147,362,986. She said the revenue sources total $147,362,986. She listed the appropriations. She said every change to the baseline budget is included and the last budget was approved on April 17, 2008. She said the schedule report is a summary level report that is broken down by project in alphabetical order and it is also available at the back of the room. She said the last time a schedule change was approved was April 17, 2008. She said each project has the original schedule, the last approved schedule and the forecasted schedule. She gave the Active Projects Report including information on new construction and renovations; and the Construction Report. She showed photographs and gave reports on the Richmond, Portola, Ingleside, Bernal Heights, Eureka Valley, Potrero, Parkside, Visitacion Valley, Anza, Ortega, and Merced projects. She said other active projects are Bayview; North Beach, which is in the Master Planning Phase with the Recreation and Park Department.

Luis Herrera, City Librarian, said that the last of the community meetings associated with the Master Planning Process for the North Beach branch

will be on Monday, August 18. He said there will be a full report to the Commission at the August 21 meeting. He said there is a lot of neighborhood engagement on this project.

Lena Chen, Bond Program Manager said that there was a community meeting on the Park Branch on July 15. She said there was a community meeting on the Presidio Branch on July 10. She said there will be a community meeting on the Golden Gate Valley Branch in August. She said the special report this month is the design review responses to the Parkside Branch Library peer review. She said the Peer Review was held at the Library Commission meeting on January 3, 2008. She explained the responses from the architect to the issues brought up by the Peer Panel and the Commission.

Brian Bannon, Chief of Branches, said staff is still working with the architects to finalize the final spatial layout for the circulation area for the Parkside Branch.

Public Comment

An anonymous citizen said he hopes that there will be a response in one of the upcoming reports to the Civil Grand Jury Report. He said perhaps the fact that there is a new Bond Program Manager is in itself a response to the Civil Grand Jury Report. He said with respect to the Bernal Branch he is not sure whether the Library Commission has voted to preserve the mural at the Bernal branch. He said that part of the money for the Parkside branch was earmarked by Fiona Ma when she was Supervisor. He asked whether the things that were hoped to be accomplished at that branch have been accomplished.

Peter Warfield said the reports printed for the public keep getting smaller and smaller and they are not even readable. He said years into this program we are still talking about basic stuff like page numbers, legibility of the reports, etc. He said it would be a big plus to get the comments made at the meeting in writing as well. He said the standard for computers for the teen sections was mentioned, he asked what that standard is.

Commission Discussion

Commissioner Lee said there are areas that we can easily improve upon namely the page numbers and larger size text on the reports. He said the information on the Parkside branch is confusing regarding the next step. He said since there are some delays on the projects he wondered who is paying for the delays.

Lena Chen, Bong Program Manager, said if there are time extensions on the projects there are change orders to the contract.

Commissioner Kane welcomed the new Program Manager. He asked about the 50% design stage.

Lena Chen said that the design stages include conceptual design and schematic design. She said that 50% design would be that half of the work on the drawings is done. It needs to be 100% before it goes out to bid for construction.

Commissioner Kane said the Commission has delayed 5 projects earlier so he is very concerned that there are not significant delays in the projects. He said if timing changes by more than a month he would like the Commission to hear about it. He asked about the design change on the roof for Visitacion Valley.

Luis Herrera, City Librarian, said the Arts Commission has authority in approving the exterior design. He said one of their recommendations was to make changes to the roof for the Visitacion Valley branch. He said we are looking at receiving the full estimate so that we can determine whether that can be done with an add alternate. He also responded to a question regarding the money allocated for LEED certification and said it will be brought back project by project. He responded to a question regarding the Bayview property acquisition and said that will be brought back to the Commission for further discussion.

Commissioner Chin asked about the workshops on the North Beach branch.

Luis Herrera, City Librarian said the first North Beach meeting was basically to get ideas from the community, the second meeting was about providing concepts and gathering input from the community. The meeting coming up on the 18th will be presenting recommendations that both Recreation and Park and the Library can agree on. He said the branch will go from about 5,000 sq. ft. to approximately 8,500 sq. ft.

William Wong, Project Manager, responded to a question from Commissioner Lee and said the building permit has already been applied for on the Parkside branch.

Luis Herrera, City Librarian, said how important it is to make public the dates for the upcoming community meetings. He said the Visitacion Valley branch community meeting will be July 22; the Ortega branch community meeting will be July 30 and the North Beach branch community meeting will be August 18. He said he welcomes any of the Commissioners attending these meetings.

Commissioner Kane left the meeting.

AGENDA ITEM NO. 8 PROCUREMENT OF SHELVING SYSTEMS FOR BRANCH LIBRARIES

President Gomez said she understands there is a request to table this item.

MOTION: by Commissioner Lee, seconded by Commissioner Harris, to table this item to the next meeting so that there is a chance to visit some of the sites and look at the shelving and have a better understanding of the issue.

Public Comment

There was no public comment on this issue.

AYES: 5-0 (Chin, Gomez, Harris, Lee and, Munson)

Commissioner Kane returned to the meeting.

AGENDA ITEM NO. 9 LABOR UNION REPORT

There was no Labor Union Report at this meeting.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES OF JUNE 5, 2008

Public Comment

An anonymous citizen said there were some points missed in these minutes but other points were included and included very well. He said under Public Comment there was a discussion of documents he submitted to the Commission. The documents are listed in the minutes. However, he said he made three other points that were not included. He said on page 8 he made a comment about the Council of Neighborhood Libraries and clarified his remarks to say that when you bring people into the system who don't always accept the answers they are given that that is the positive part.

Peter Warfield said there are some good things in the minutes; however, there are two points which need improvement. He said on page 2 with respect to public comment he had made more specific comments than were reported and he would appreciate if there was more detail about the changes to the Fines and Fees Ordinance from the one approved by the Commission that went to the Board of Supervisors. He said on page 10 he said some of the catalog functions were fix-it projects and said there should be more specificity on that.

MOTION: by Commissioner Chin, seconded by Commissioner Munson, to approve the minutes of June 5, 2008.

AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and, Munson)

AGENDA ITEM NO. 3. APPROVAL OF THE MINUTES OF JUNE 19, 2008

Public Comment

An anonymous citizen said there is an advantage and disadvantage of moving the minutes to the last of the meeting. He said Roberts Rules of Order states that the Minutes should be at the beginning of the meeting. He said the description of the anonymous citizen's remarks under public comment are completely misunderstood and distorted. He said the very irony he was trying to make was that the city first referred Jason Garza to a mental hospital and that point was completely missed in the minutes.

Peter Warfield said it is unfortunate that these minutes are being heard at the end of the meeting and he said that it is unfortunate that the Commission members seem to be ignoring the comments that are made by the public with respect to requested changes or substantive clarifications.

Commissioner Munson said that the anonymous citizen did make a point about his remarks in the minutes and the irony he was pointing out

MOTION: by Commissioner Chin, seconded by Commissioner Munson, to approve the minutes of June 19, 2008 as amended to modify the comments by the anonymous citizen under public comment to add to the sentence reading "He said the irony is **that the city first refused to put him in a mental hospital."** Also to change the words "City Attorney's office" in the last sentence of the anonymous citizen's remarks to **"Library Commission."**

AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and, Munson)

AGENDA ITEM NO. 10. ADJOURNMENT

MOTION: by Commissioner Harris, seconded by Commissioner Munson to adjourn the regular meeting of Thursday, July 17, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and Munson).

The regular meeting of July 17, 2008, of the San Francisco Public Library Commission adjourned at 7:15 pm.

Sue Blackman
Commission Secretary

Please note: These are draft minutes subject to revision by the Public Library Commission. Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library

Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733.

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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SEP 15 2008

SAN FRANCISCO
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Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

(As approved and amended at the regular meeting of August 21, 2008)

Minutes of the Regular Meeting of July 17, 2008

The San Francisco Public Library Commission held a regular meeting on Thursday, July 17, 2008, in the Koret Auditorium, Main Library.

President Gomez called the meeting to order at 4:42 pm.

Commissioners present: Gomez, Harris, Lee, and Munson.

Commissioner Kane arrived at 4:43 pm.

Commissioner Chin arrived at 4:46 pm.

Commissioner Del Portillo was excused.

President Gomez said that because of the length of the agenda Items 2 and 3 Approval of the Minutes would be moved to the end of the meeting.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said last month under public comment he told a story about Jason Garza suing the city. He said after the lawsuit was dismissed a Federal Regulatory Agency cited the San Francisco General Hospital for malfeasance and fined them. He said this was a vindication of Mr. Garza's position. He said doesn't the truth belong to everyone. He said when Mr. Garza complained nothing happened but when a Federal Regulatory Agency shows up the truth is different. He said the other part of the story was that when Mr. Garza tried to get information from the Sheriff's office the letter back to him said there was no information and was signed RN Ratched. He said this is a denial of the truth that is blatantly abusive. He said the right to the truth should be one of the most basic rights we have. He said manipulating lies for power is the way this society operates not just the public library. He said when you say you only do it to certain people; everybody is that certain person when they are not the beneficiary of the lie.

Peter Warfield said "hornswoggled" is the word that comes to mind. He said it is unusual for the hornswoggling to be as obvious as in this example. He said the Library Citizens Advisory Committee's Resolution

of May 21 in support of the Fines and Fees Ordinance includes language that there is confusion over who will have final authority of the Library's Fines and Fees if the Board of Supervisors adopts the Ordinance as approved by the Library Commission. He said two weeks later a letter to the Board of Supervisors, signed Sue Blackman, Commission Secretary reads "please note that a substantially similar version of the ordinance was introduced by the Mayor on June 2, 2008. The only difference between the version attached to this Resolution and the version introduced by the Mayor is that the introduced version removed the clause that would have given the Controller the authority to adjust fees annually to reflect changes in cost without further Board approval." He said hornswoggled not two weeks later.

AGENDA ITEM NO. 3. CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian, said the American Library Association Conference in Anaheim drew about 22,000 people and it was a very successful conference. He said several staff members attended the conference and participated in a number of panels and programs. He said there was a Civil Grand Jury Report issued on June 26 entitled "Accountability in San Francisco." He said the report is in the Commissioners' packets and available at the back of the room. He said the report examined four areas. He said item number 3 is the management of funds generated by the Library and Laguna Honda Hospital bond measures and item 4 is the City's new official website. He said item 3 discusses the Library's Branch Library Improvement Program (BLIP). He said the issues discussed have been addressed in the audit report that the Commission requested. He said the report has a total of 14 recommendations and specifically asks the Library to respond to only one of them and that is number 11 on page 21 of the report. He said the response is due in 60 days which is August 25. He said the Library will be drafting a response and will present that to the Commission at the August 21 meeting. He said the 2008-09 budget would be going to the Board of Supervisors for final approval on July 22 and he explained changes to the budget since the Commission approved it in February.

Maureen Singleton, Budget Manager, explained the current budget pending before the Board of Supervisors. She said the final FY 08-09 budget totals $84,583,291, which includes an operating budget of $78,112,255, a capital project program of $70,000 and $6,401,037 for the Branch Library Improvement Program and Interim Services. She said the largest part of the budget goes towards labor but the next largest goes to the books and materials budget.

Luis Herrera, City Librarian, explained the FY08-09 budget highlights including expanded hours at some branches; 0.50 FTE for the Green Libraries Initiative; 0.77 FTE to serve as the School Services Specialist; $5,751.037 for the Branch Library Improvement Program; and $1M+ enhancement of the book budget for a total book budget of 10.1M.

Maureen Singleton, Budget Manager, said the growth between FY 07-08 and 08-09 in the Book and Materials Budget is 11.56%. She showed charts showing labor costs, budgeted FTE by Fiscal Year, and the budget variance broken down by expenditures and revenue.

Public Comment

An anonymous citizen said regarding the Grand Jury report that it is true that there is only one recommendation addressed to the Commission directly but there are a number of findings directed towards the Library Commission. He said the most significant one was that the Library Commission should have known that the BLIP escalations did not meet the set aside. He said the emphasis is on the accuracy of information on the website. He said there is a fantasy out there that everyone will read everything and sound the alarm and let everyone know what is coming. He said no one pays any attention anyway. He said the Grand Jury presupposes that if you had accurate information people would pay attention. He said people pay attention and nothing ever changes anyway so that is a basic flaw in management. He said the budget is good news. He said it was announced today that the National Poet Laureate is Kay Ryan from the Bay area.

Peter Warfield said the Grand Jury Report bears a full reading. He said with respect to the website, the Sunshine Ordinance has for some time said that a website is supposed to be updated regularly. He said the Library's website has a number of deficiencies with regard to its up-to-datedness. He said it is good to hear that the budget provides for more hours and more money for books, but he wishes there was more money for books. He asked which branches are getting additional Sunday hours and which are getting additional Monday hours. He said he wished that more branches were open on Sundays, which is what the patrons have requested.

Commission Discussion

Commissioner Kane asked about the branches that will have additional hours.

Jill Bourne, Deputy City Librarian, said when the new hours are enacted there will only be two branches that are five day branches. They are Potrero and Bernal Heights and they are both closed for construction. She said the goal would be to add a day before they reopen. She said they will be pairing the openings of branches nearby for Sundays and Mondays. She said Noe Valley will be open on Sundays, Glen Park open on Mondays; Presidio open on Sundays, Golden Gate Valley open on Mondays and there are three more seven day branches in Bayview, Ortega and Merced.

Commissioner Kane asked about the Library's website and whether the BLIP information is posted on it.

Luis Herrera, City Librarian, said the Grand Jury report talks about the City's website and the Library's website is different from that. He said they will be working to provide more information on BLIP on the City's website. He said the Library's website is also undergoing some changes so that will be brought back to the Commission as well.

Mindy Linetzky, Bond Program Administrator, said the Library's website has all of the BLIP reports the Commission receives. She said there is also a separate page for each of the projects. She said there is information for contractors and community events.

AGENDA ITEM NO. 5 LIBRARY CITIZENS ADVISORY COMMITTEE

Sue Cauthen, Chair, Library Citizens Advisory Committee (LCAC), said she attends most Commission meetings and gives updates throughout the year but this is a chance to share with the Commission their annual report to the Board of Supervisors. She said the Committee was formed in 2004 and had their first meeting in January 2005. She said they meet every month and they study library issues. She said they have wonderful support from the Library and the Board of Supervisors. She said one of their biggest successes was their input on Prop D, the property tax set aside issue. She said LCAC suggested a cap on the amount that could be spent annually for bond retirement so as not to affect library services and that was inserted into the proposition. She said LCAC was a strong supporter of the Proposition which obtained 74% of the vote. She said they have been following the Branch Library Improvement Program and she said they are anxious to see the MOU between DPW and the Library implemented. She said LCAC passed a resolution in support of the Library's proposed budget. She said they appreciate the monthly meetings that she and the Vice-Chair have with the City Librarian and they appreciate library staff attending their meetings. She said they are concerned that LCAC has been somewhat buried on the library's website and are working with the library to obtain a more prominent link on the home page. She said this is important because LCAC serves as a forum for public input so that they can advise the Supervisors and report to the Commission. She said they also have an issue about not being linked to the Board of Supervisors home page. She thanked the library for storing the tapes of the meetings. She said there are 17 members, each Board member appoints a member and the City Librarian appoints 3 members. She said the goals for next year are to work on senior services, multi-lingual services, and other issues. She said the Commissioners are always welcome to attend their meetings.

Lucille Carter, Vice-Chair, LCAC, said she wanted to emphasize the harmony with which they are working with the Library. She said the budget is successful and they are pleased that their endeavors with Prop D have become successful without jeopardizing the bottom line for operating expenses. She said LCAC has given support for the fines and fees ordinance and their support for Link+. She said she is thrilled with the programming at the library.

Douglas Ryan said he is the youth representative of LCAC and has been since its founding. He said the value of the LCAC is the insight we offer and the fact that we bring up issues and get people to think about those issues. He thinks LCAC is a very valuable group.

Public Comment

There was no public comment on this issue.

Commission Discussion

Commissioner Chin said she was happy to hear the report. She was interested in the interface between the Council of Neighborhood Libraries (CNL) and LCAC.

Luis Herrera, City Librarian said LCAC, the Friends and the Commission have liaisons to the CNL.

Commissioner Kane said he enjoyed the report and enjoyed his visit to LCAC and would encourage all members of the Commission to attend a LCAC meeting.

AGENDA ITEM NO. 6 FRIENDS OF THE LIBRARY REPORT

Donna Bero, Friends of the Library, said congratulations and thanks to the LCAC for doing a wonderful job. She said they are great partners both as advocates and as community representatives. She congratulated the Library staff on the progress of the budget. She said that the International Poetry Festival is coming up on July 24 -26. She said it is flor y canto en el barrio a celebration of Latino poetry. She said it will be a bilingual festival and she hopes the Commissioners will be able to attend. She said Poets 11 will start on August 5 at the Park Branch and will end on September 21 at the Koret Auditorium. She said it has been revamped a little bit for this year. She said the event is spectacular and she encourages the Commissioners to attend. She said another program Friends has been partnering on with the Library and the Mayor's office is CitySpeaks. She said there have been two events and a third is coming up on September 16. She said the Mayor will be interviewing Steve Chen of YouTube. She said there have been successful receptions to celebrate the permanent signage for the lit program at the West Portal and Sunset branches.

Public Comment

An anonymous citizen said he had posed a question under public comment after the City Librarian's report which was "Why is it that when there is an opportunity to see the truth, you miss it and nobody pays any attention?" He said the answer is you make a virtue out of groupthink. He said the highest value is not everybody working together, it is recognizing reality. He said when you take the opportunity to hear what you need to hear and suppress it and then compliment yourselves on

your harmony you are creating a value that is actually undermining your function.

Commission Discussion

Commissioner Kane said thank you to the Friends for all their tremendous work. He said it is a great model of a public private partnership. He said it would be nice to have an annual report at one meeting a year in addition to the monthly updates.

Donna Bero said the Friends would be more than happy to do an annual report. She said that two of the poets who are participating in the upcoming International Poetry Festival have just arrived and asked if they could read each read a short poem.

Jorge Argueta, said he has a good time writing children's books and he goes all over the country reading. He said it is really beautiful. He read a poem entitled "Wonders of the City" from his book A Movie in my Pillow.

Mr. Gomez, a resident and activist in the Mission for the last 30 years read a poem about the war.

Public Comment

An anonymous citizen quoted a poem.

AGENDA ITEM NO. 7 BOND PROGRAM MANAGER'S REPORT

Edgar Lopez, Department of Public Works, said last month they announced a new Program Manager for the BLIP, Lena Chen. He said Lena will be making her first Program Manager's report to the Commission today.

Lena Chen, Bond Program Manager, said along with the regular reports there would be a special report on the Parkside Peer Review Response. She said as of 4/17/08 the approved budget was $147,362,986. She said the revenue sources total $147,362,986. She listed the appropriations. She said every change to the baseline budget is included and the last budget was approved on April 17, 2008. She said the schedule report is a summary level report that is broken down by project in alphabetical order and it is also available at the back of the room. She said the last time a schedule change was approved was April 17, 2008. She said each project has the original schedule, the last approved schedule and the forecasted schedule. She gave the Active Projects Report including information on new construction and renovations; and the Construction Report. She showed photographs and gave reports on the Richmond, Portola, Ingleside, Bernal Heights, Eureka Valley, Potrero, Parkside, Visitacion Valley, Anza, Ortega, and Merced projects. She said other active projects are Bayview; North Beach, which is in the Master Planning Phase with the Recreation and Park Department.

Luis Herrera, City Librarian, said that the last of the community meetings associated with the Master Planning Process for the North Beach branch will be on Monday, August 18. He said there will be a full report to the Commission at the August 21 meeting. He said there is a lot of neighborhood engagement on this project.

Lena Chen, Bond Program Manager said that there was a community meeting on the Park Branch on July 15. She said there was a community meeting on the Presidio Branch on July 10. She said there will be a community meeting on the Golden Gate Valley Branch in August. She said the special report this month is the design review responses to the Parkside Branch Library peer review. She said the Peer Review was held at the Library Commission meeting on January 3, 2008. She explained the responses from the architect to the issues brought up by the Peer Panel and the Commission.

Brian Bannon, Chief of Branches, said staff is still working with the architects to finalize the final spatial layout for the circulation area for the Parkside Branch.

Public Comment

An anonymous citizen said he hopes that there will be a response in one of the upcoming reports to the Civil Grand Jury Report. He said perhaps the fact that there is a new Bond Program Manager is in itself a response to the Civil Grand Jury Report. He said with respect to the Bernal Branch he is not sure whether the Library Commission has voted to preserve the mural at the Bernal branch. He said that part of the money for the Parkside branch was earmarked by Fiona Ma when she was Supervisor. He asked whether the things that were hoped to be accomplished at that branch have been accomplished.

Peter Warfield said the reports printed for the public keep getting smaller and smaller and they are not even readable. He said years into this program we are still talking about basic stuff like page numbers, legibility of the reports, etc. He said it would be a big plus to get the comments made at the meeting in writing as well. He said the standard for computers for the teen sections was mentioned, he asked what that standard is.

Commission Discussion

Commissioner Lee said there are areas that we can easily improve upon namely the page numbers and larger size text on the reports. He said the information on the Parkside branch is confusing regarding the next step. He said since there are some delays on the projects he wondered who is paying for the delays.

Lena Chen, Bong Program Manager, said if there are time extensions on the projects there are change orders to the contract.

Commissioner Kane welcomed the new Program Manager. He asked about the 50% design stage.

Lena Chen said that the design stages include conceptual design and schematic design. She said that 50% design would be that half of the work on the drawings is done. It needs to be 100% before it goes out to bid for construction.

Commissioner Kane said the Commission has delayed 5 projects earlier so he is very concerned that there are not significant delays in the projects. He said if timing changes by more than a month he would like the Commission to hear about it. He asked about the design change on the roof for Visitacion Valley.

Luis Herrera, City Librarian, said the Arts Commission has authority in approving the exterior design. He said one of their recommendations was to make changes to the roof for the Visitacion Valley branch. He said we are looking at receiving the full estimate so that we can determine whether that can be done with an add alternate. He also responded to a question regarding the money allocated for LEED certification and said it will be brought back project by project. He responded to a question regarding the Bayview property acquisition and said that will be brought back to the Commission for further discussion.

Commissioner Chin asked about the workshops on the North Beach branch.

Luis Herrera, City Librarian said the first North Beach meeting was basically to get ideas from the community, the second meeting was about providing concepts and gathering input from the community. The meeting coming up on the 18th will be presenting recommendations that both Recreation and Park and the Library can agree on. He said the branch will go from about 5,000 sq. ft. to approximately 8,500 sq. ft.

William Wong, Project Manager, responded to a question from Commissioner Lee and said the building permit has already been applied for on the Parkside branch.

Luis Herrera, City Librarian, said how important it is to make public the dates for the upcoming community meetings. He said the Visitacion Valley branch community meeting will be July 22; the Ortega branch community meeting will be July 30 and the North Beach branch community meeting will be August 18. He said he welcomes any of the Commissioners attending these meetings.

Commissioner Kane left the meeting.

AGENDA ITEM NO. 8 PROCUREMENT OF SHELVING SYSTEMS FOR BRANCH LIBRARIES

President Gomez said she understands there is a request to table this item.

MOTION: by Commissioner Lee, seconded by Commissioner Harris, to table this item to the next meeting so that there is a chance to visit some of the sites and look at the shelving and have a better understanding of the issue.

Public Comment

There was no public comment on this issue.

AYES: 5-0 (Chin, Gomez, Harris, Lee and, Munson)

Commissioner Kane returned to the meeting.

AGENDA ITEM NO. 9 LABOR UNION REPORT

There was no Labor Union Report at this meeting.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES OF JUNE 5, 2008

Public Comment

An anonymous citizen said there were some points missed in these minutes but other points were included and included very well. He said under Public Comment there was a discussion of documents he submitted to the Commission. The documents are listed in the minutes. However, he said he made three other points that were not included. He said on page 8 he made a comment about the Council of Neighborhood Libraries and clarified his remarks to say that when you bring people into the system who don't always accept the answers they are given that that is the positive part.

Peter Warfield said there are some good things in the minutes; however, there are two points which need improvement. He said on page 2 with respect to public comment he had made more specific comments than were reported and he would appreciate if there was more detail about the changes to the Fines and Fees Ordinance from the one approved by the Commission that went to the Board of Supervisors. He said on page 10 he said some of the catalog functions were fix-it projects and said there should be more specificity on that.

MOTION: by Commissioner Chin, seconded by Commissioner Munson, to approve the minutes of June 5, 2008.

AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and, Munson)

AGENDA ITEM NO. 3. APPROVAL OF THE MINUTES OF JUNE 19, 2008

Public Comment

An anonymous citizen said there is an advantage and disadvantage of moving the minutes to the last of the meeting. He said Roberts Rules of Order states that the Minutes should be at the beginning of the meeting. He said the description of the anonymous citizen's remarks under public comment are completely misunderstood and distorted. He said the very irony he was trying to make was that the city first referred Jason Garza to a mental hospital and that point was completely missed in the minutes.

Peter Warfield said it is unfortunate that these minutes are being heard at the end of the meeting and he said that it is unfortunate that the Commission members seem to be ignoring the comments that are made by the public with respect to requested changes or substantive clarifications.

Commissioner Munson said that the anonymous citizen did make a point about his remarks in the minutes and the irony he was pointing out

MOTION: by Commissioner Chin, seconded by Commissioner Munson, to approve the minutes of June 19, 2008 as amended to modify the comments by the anonymous citizen under public comment to add to the sentence reading "He said the irony is **that the city first refused to put him in a mental hospital."** Also to change the words "City Attorney's office" in the last sentence of the anonymous citizen's remarks to **"Library Commission."**

AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and, Munson)

AGENDA ITEM NO. 10. ADJOURNMENT

MOTION: by Commissioner Harris, seconded by Commissioner Munson to adjourn the regular meeting of Thursday, July 17, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and Munson).

The regular meeting of July 17, 2008, of the San Francisco Public Library Commission adjourned at 7:15 pm.

Sue Blackman
Commission Secretary

Please note: These are draft minutes subject to revision by the Public Library Commission. Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco. CA 94102-4733.

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Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: **Thursday, August 21, 2008**
TIME: **4:30 PM**
PLACE: **Koret Auditorium, Main Library, lower level**

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES **ACTION**
(Presentation, discussion and possible action to approve the minutes of the regular meeting of July 17, 2008.)
Explanatory document: draft minutes.

3. BAYVIEW BRANCH PROPERTY ACQUISITION **ACTION**
(Discussion and possible action to approve a resolution endorsing property acquisition for expansion of the Bayview Branch Library.)
Explanatory Documents: (1) Memo to Commission from City Librarian dated August 15, 2008; (2) Resolution urging Board of Supervisors to approve purchase agreement; (3) Purchase and Sale Agreement for 5025 Third Street.

4. BOND PROGRAM MANAGER'S REPORT **DISCUSSION**
(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)
This report will consist of an *informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*: Visitacion Valley Branch Peer Review Response; Ortega Branch Peer Review Response; Anza Peer Review Response.
Explanatory documents: current Budget Report; Branch Library Summary Schedules; Visitacion Valley Peer Review Response; Ortega Branch Peer Review Response; Anza Peer Review Response.

5. CIVIL GRAND JURY REPORT **DISCUSSION**
(Presentation and discussion on Library's response to Civil Grand Jury Report)
Explanatory document: draft response to Civil Grand Jury Report

6. ADJOURNMENT (requires motion & public comment) **ACTION**

Sue Blackman Library Commission Secretary, 8/18/2008

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org.

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

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Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site sfgov.org/ethics.

Sue Blackman, Commission Secretary 03/29/07

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Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

DRAFT

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of August 21, 2008

The San Francisco Public Library Commission held a regular meeting on Thursday, August 21, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:36 pm.

Commissioners present: Gomez, Harris, Kane, Lee, and Munson.

Commissioners Chin and Del Portillo were excused.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said the reason public comment at the Library Commission exists is so that the public can benefit from the creativity that is encouraged. He distributed information to the Commission including a copy of a letter from Commission Secretary, Sue Blackman to the Clerk of the Board dated June 3, 2008; a copy of Resolution 2008-01 approved by the Commission; and pages 1 and 6 of the minutes from the May 1 meeting. He said the resolution sent to the Board of Supervisors does not reflect the changes the Commission made to the Resolution at the May 1 meeting. He said what was approved by the Board of Supervisors was never acted on or deliberated on by this Commission.

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said that the LCAC received a report about the Library's website being upgraded. He said he does not believe that the issue has been brought before the Commission and he said he thinks that is significant.

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AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES OF JULY 17, 2008

Public Comment

An anonymous citizen said the minutes are showing continual improvement. He said there are a number of instances where what is described is what was said but there are also instances where the meaning has been skewed by omissions. The minutes do not mention his explanation of 42 US Code 1905, which is the mental patient bill of rights and shows the irony in statements previously made showing that mental patients have rights that ordinary citizens don't have. He said under Peter Warfield's comments relating to hornswoggled. He said it is a very popular Americanism. He said on page 6 it says anonymous citizen quoted a poem. It did not say that he quoted Ozymandias which would have made the point he was trying to make that all vanity dies and what is left is humanity and the impulse to create art.

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MOTION: by Commissioner Munson, seconded by Commissioner Lee, to approve the minutes of July 17, 2008, with a correction to the spelling of the word "horns woggled" on page 1.

AYES: 5-0 (Gomez, Harris, Kane, Lee and, Munson)

AGENDA ITEM NO. 3 BAYVIEW BRANCH PROPERTY ACQUISITION

Luis Herrera, City Librarian said staff recommends that the Commission approve a resolution endorsing acquisition of the property at 5025 Third Street and urging the Board of Supervisors and the Mayor to approve the Purchase Agreement. He gave the background on the Bayview branch project and he said that approval of this action will help us move forward towards achieving a new, larger branch library.

Public Comment

Chris Buck, resident of Bayview Hunters Point, and member of the Citizens Advisory Committee to the Redevelopment Agency said this is such a good news item and that it is a terrific idea to acquire the property adjacent to the current site. He said not only will it be good for the library but it will be good for the community as well. He said there will be some future redevelopment in the area and there may be some opportunities for partnerships to help support the library expansion.

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Linda Brooks-Burton, Manager of the Bayview branch library, said the community is very excited about staying on that spot and expanding into the adjacent property. She said she encourages the Commission to approve the resolution.

Larry Ware, neighborhood historian and poet, thanked the staff, Commissioners, and Linda Brooks-Burton and her staff for the wonderful work they do. He said it is welcoming news to see that a new branch is going to be built in Bayview. He said everyone is excited in the neighborhood. He said that he is excited to be working on the preservation project. He said Dr. Fuller was one of his mentors and he passed away in August. He was the first African-American pharmacist in San Francisco and he said the Bayview has a wonderful history and he hopes the library will keep up the good work representing that history.

Commission Discussion

Commissioner Lee asked about the property that is proposed to be acquired.

Charlie Dunn, Real Estate Division, said the property is improved. He said it is a single story wood frame structure about 3200 sq. ft. He said the purchase price includes the improvements as well as the land. He responded to Commissioner Lee's question about performing due diligence and said they have done preliminary work and the due diligence comes after the Purchase Agreement is signed. He explained the process of purchasing the property. He said after the due diligence period it goes to the Board of Supervisors for approval.

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Commissioner Kane asked how this affects the overall budget for the project.

Luis Herrera, City Librarian said the budget allocation for this branch which has been increased, will support the property acquisition. He said there is approximately $1.3 million available for land acquisition.

Commissioner Kane said it is very important for that community to have a first class branch open seven days a week.

MOTION: by Commissioner Munson, seconded by Commissioner Lee to approve the resolution endorsing acquisition of property for expansion of Bayview/Anna E. Waden Branch Library and urging the Board of Supervisors to approve the Purchase Agreement.

ACTION: AYES: 5-0 (Gomez, Harris, Kane, Lee and Munson).

AGENDA ITEM NO. 4 BOND PROGRAM MANAGER'S REPORT

Lena Chen, Bond Program Manager, said the format of the report has been changed to try to consolidate some of the information. She said the monthly Manager's Report is organized into three parts: Informational presentations, regular reports and special reports. She said this month we have three special reports: Anza, Ortega and Visitacion Valley peer review responses. She said there are no changes to the budget this month. She said the schedule report shows the original, last approved and forecast schedule for all the projects in the program. She said there are new slides that show whether projects are on time or how long they are ahead or behind the forecast schedule. She explained the status of the program. She gave the Active Projects Report including information on new construction and renovations; and the Construction Report. She showed photographs and gave reports on the Richmond, Portola, Ingleside, Bernal Heights, Eureka Valley, Potrero, Parkside, Visitacion Valley, Anza, Ortega, Merced, Bayview, Park and North Beach projects.

Luis Herrera, City Librarian said there was a community meeting on August 18 on the North Beach Master Plan for Joe DiMaggio Park and the North Beach branch library. He said the goals were to improve the park by having a better connection between the park facilities, look at an improved location for the children's area, have more green space and to maintain all the Recreation and Park program elements as part of the process. He said another goal was to identify a site for the branch library which would provide a larger branch, providing more space for books, computers, space for adult, teen and children areas, and a program room. He said a third goal was to unify the park and the new library to integrate all of the functions and to provide a wonderful community space for the residents of North Beach.

Jill Bourne, Deputy City Librarian, said at the August 18 meeting they reviewed 3 options for the Master plan: 1) a renovation of the existing building on two floors; 2) a new building at the corner of Greenwich and Columbus; and 3) a new building located at the triangle property bounded by Columbus, Mason and Lombard. She said the benefits and challenges were discussed for each site for both the park and the library. She said the traffic consultant reported on information about a traffic study of the surrounding streets. She said there was an engaging Q & A session.

Luis Herrera, City Librarian, said that the next steps include the Library Commission taking action on a recommended option. He said the Recreation and Park Commission will hear and take action on the issue following Library Commission action.

Lena Chen, Bond Program Manager, gave a summary of public outreach for the BLIP projects. She said the first special report would be the design review response for the Anza Branch Library. She said the Peer Review was held at the Library Commission meeting on February 21, 2008. She explained the responses from the architect to four issues

brought up by the Peer Panel and the Commission. She said the next special report is the design review response for the Ortega Branch Library. She said the Peer Review was held February 21, 2008 and she explained the responses from the architect to the four issues brought up by the Peer Panel and the Commissioners. She said the final special report is the design review response for the Visitacion Valley Branch Library. She said the Peer Review was held January 3, 2008. She explained the responses from the architect to five issues brought up by the Peer Panel and the Commission.

Public Comment

An anonymous citizen said the reports are better. He said even though there is some slippage on the schedule, the truth is always what you need to hear. He said he is discouraged to hear they took out mature Canary Island Palms and replaced them with new Canary Island Palms at the Richmond branch. He said the new manager could distinguish herself by providing handouts 2 to a page rather than 6 to a page. He said the slide of Bernal Heights only showed the roof, he said the sidewalks are getting disreputable. He said it is deleterious to the neighborhood. He said he would like to see documentation about the seating for the Anza Branch.

Peter Warfield said it would be nice if there could be larger slides in the handouts. He said it is impossible to read the smallest materials. He said at least when there is detail, the slides should be bigger. He said the page numbers seem to be sporadic. He said it is unclear what the process is with regard to the peer review responses. He said it appears the Library has hosted Peer Panel Reviews which have made recommendations. He said it is not clear to him what the process is on whether the Commission wants to insist on certain changes or whether the Commission wants to accept the architect's explanation.

Sue Cauthen, said she agrees with the previous speaker. She said she would love to see the Commission take a proactive stance on some of these projects and really evaluate them. She said there was an enormous amount of concern among library people at the North Beach meeting. She said the officers of the Library Citizens Advisory Committee (LCAC) were fortunate enough to be working with Luis and Jill on this and they did meet with them on this on two separate occasions. She said they know this was a compromise position. She said the Library did originally prefer the existing branch site. She said the concern is that they are moving a 5,000 sq. ft. library onto a 4,000 sq. ft. site. She said we are locating all services onto the first floor and upstairs will be a large community room and other services that won't require additional staff. She said she would like to see the Library bite the bullet and hire additional staff so there are services on the second floor. She said there will have to be two Environmental Impact Reports (EIR)s, one for the closure of Mason Street and one for the demolition of the existing library and this takes time and time is money. She said she hopes the Commission gets more involved.

Commission Discussion

President Gomez said that now is the time Commissioners speak up on the Peer Review responses and ask questions about the report.

Commissioner Kane said he likes the new reports and said they are easier to understand. He said on the schedule you see the approved and the forecast schedule. He said he would like to know from the last meeting what the new delay there is if any. He asked if there are any changes in the schedule in the last month. He said he would like to know those changes without looking at a bar chart. He said the Richmond branch is three months ahead of schedule so he said congratulations on that. He said on the news last night there was a protest at the Ingleside branch and he would like to know a little bit more about what we are doing for outreach to employ local residents.

Luis Herrera, City Librarian, said that DPW has been working with CityBuild and it is important to understand the requirements for hiring local individuals. He said it is a little more complex than what was portrayed in the news report so staff will report back to the Commission with more information.

Commissioner Kane said he went to the North Beach meeting and he wanted to give some initial thoughts. He said he understands that whichever option is chosen for that site would require two EIRs.

Jill Bourne, Deputy City Librarian, said whichever site is chosen will require an environmental review for the historic building. She said her understanding is that if two EIRs are required they will be done at one time and that they are not two separate processes.

Commissioner Kane said he understands that the triangle site will offer enough square footage to equal the renovated site on the library first floor space.

Jill Bourne said all sites that are being looked at would accommodate a full building program of 8500 sq. ft. She said they are all within that range. She said the current space that is being used is about 5200 sq. ft. She said the current footprint is less than 4500 sq. ft.

Commissioner Kane said there were a lot of different issues raised at the community meeting. He said people want and support a new library and he said there was strong interest in keeping library services open during construction. He said he heard a lot of support for the triangle site. He said if that site will work for library purposes in a reasonable budget, it seems to be the way to go.

Luis Herrera, City Librarian, said they have been working diligently with the Planning Department and the Department of Public Works to make sure that the EIR process will be expedited to a 12 month period.

Commissioner Lee asked about the closure of Mason Street for the North Beach branch site on the triangle.

Jill Bourne said that the triangle will require the closure because the building as proposed would go just over the sidewalk into the parking lane.

Commissioner Lee said in response to a statement by the public that this Commission is not a rubber stamp. He said the Commission has given direction on various projects. He said there are at least three projects with no change orders so that is good news. He said two projects are way behind schedule including Bayview and North Beach. He asked if there is any way that they can speed up the process on the Bayview project. He said he does not understand why the purchase of the adjacent building would delay the process 18 months.

Luis Herrera said the Library does want to expedite the Bayview project, but he said one of the reasons it is delayed is because staff went back and did some further study and we have expanded the scope of the building.

President Gomez thanked the staff for the presentation at the North Beach community meeting. She said the presentation was clear, concise, engaging, entertaining and great under pressure. She said there was a lot of high energy at the meeting. She said people are devoted to the library and they are also devoted to the park planning and recreational facilities. She said there were mixed feelings about the closure of Mason Street. She said she thought there was some confusion about the parking and how many spaces would be lost with the street closure.

Luis Herrera, City Librarian agreed with President Gomez that Jill Bourne's background work and presentation were extraordinary.

AGENDA ITEM NO. 5 CIVIL GRAND JURY REPORT

Luis Herrera, City Librarian, said that as he reported last month the San Francisco Civil Grand Jury issued a report on June 26, 2008. He said the report had 14 recommendations and the Library was required to only respond to recommendation number 11. He said the Library has prepared a draft response, which the Commission has as part of the packet. He said the response is due to the Judge on August 25, 2008.

Public Comment

An anonymous citizen said the subtitle of the Grand Jury Report is "There Really Doesn't Seem to Have Been Anyone in Charge of the Store." He said whoever wrote the response didn't read Penal Code Section 933.05 which says that the respondent shall respond to each finding. He said the first finding is that there is enough attention paid to annual reports in order to foster accountability. He said when he was first involved with the Library the Library Commission approved an annual report and each

Commissioner signed off on the report. He said another finding refers to problems with the bond program.

Peter Warfield said the specific request is for the Library to respond to one specific recommendation but there are quite a number of comments in the Grand Jury report referencing specific things that have happened with respect to the Library and its bond program. He said this Commission would do well to look into and prepare a response to some of the other issues the Grand Jury raised. The Grand Jury said the report asked if citizens would have voted for Prop D had they known some of the problems that existed, so how he asked how will this be addressed? He said the draft response is unfortunately not adequate in terms of insuring substantive issues will be addressed.

Sue Cauthen, Chair Library Citizens Advisory Committee (LCAC), said the reason the LCAC adopted a resolution urging update of the BLIP website is because a member of the group had some issues finding information about an upcoming community meeting. She said she tried to find information about a North Beach meeting that was held five years ago and could not find it. She said it is important to have this information available to the public.

Commission Discussion

President Gomez said there are a number of egregious errors and out of date information in the report so she wondered who from the library had been contacted during the investigation.

Luis Herrera, City Librarian said that no one from the library staff had been contacted and the Library was disappointed. He said his understanding was that none of the Commissioners had been contacted nor staff from DPW or the Controller's Office.

Commissioner Kane said he hoped that the City Attorney's office was legally comfortable with the response. He said he agrees that the website should be current and up to date and we need to look at having all the correct information available.

Luis Herrera, City Librarian said that staff is making progress on the new web design. He said the whole point of the redesign is to enhance and improve the website.

Commissioner Kane said something should be added to the response to indicate that money had been added in the budget to update the website.

AGENDA ITEM NO. 6. ADJOURNMENT

MOTION: by Commissioner Harris, seconded by Commissioner Munson to adjourn the regular meeting of Thursday, August 21, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 5-0 (Gomez, Harris, Kane, Lee and Munson).

The regular meeting of August 21, 2008, of the San Francisco Public Library Commission adjourned at 6:37 pm.

Sue Blackman
Commission Secretary

Please note: These are draft minutes subject to revision by the Public Library Commission. Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733.

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

LIBRARY CITIZENS ADVISORY COMMITTEE
Room 278 City Hall
One Dr. Carlton B. Goodlett Place
San Francisco, California 94102

415 391 0737

August 20, 2008

RESOLUTION: IMPROVE WEBSITE REDESIGN

The Board of Supervisors Library Citizens Advisory Committee tonight passed a resolution urging a San Francisco Public Library (SFPL) website that has clear links to the Library Commission and the Library Citizens Advisory Committee (LCAC) on its home page. The resolution follows:

The redesign of the SFPL website should provide for:

1. A link to the Library Commission and the LCAC on SFPL's home page.

2. An LCAC page with data describing the group's origin, function, mission statement and contact information.

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August 20, 2008

RESOLUTION: MISSING BOOK PROCEDURE

The Board of Supervisors' Library Citizens Advisory Committee (LCAC) tonight passed the following resolution:

Whereas the LCAC passed a resolution December 13, 2006, urging San Francisco Public Library to monitor and search its collection for lost books and evaluate potential replacements; and

Whereas the LCAC heard a presentation July 17, 2008, on missing book counts, reordering lost books and related data;

THEREFORE BE IT RESOLVED THAT:

The LCAC recommends that the SFPL complete its plans to do regular computer searches of the collection to determine which books or other items are lost and/or missing.

When missing books are identified, a process of determining eligibility for replacement should be undertaken and documented as part of the missing books process. Written criteria should be established and utilized to decide if a missing book or item should be replaced or not.

The criteria should include the borrowing history of the item when it was in the collection, the importance of the book or item for the collection, and other criteria to be developed.

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August 20, 2008

RESOLUTION: UPDATE BLIP WEBSITE

The Board of Supervisors Library Citizens Advisory Committee tonight passed the following resolution:

Whereas the June 26, 2008, San Francisco Grand Jury Report said that San Francisco Public Library (SFPL) should (1) have a website that is comprehensive and up-to-date and (2) post on the city's website SFPL's challenges as well as its successes; and

Whereas the May 9, 2008, draft Memorandum of Understanding (MOU) between San Francisco Public Library (SFPL) and the Department of Public Works (DPW) stated that (1) SFPL and DPW "share responsibility for maintaining the BLIP (Branch Library Improvement Project) web page and (2) the BLIP and chief of branches staffs work with SFPL's public affairs office to develop the materials;" and

Whereas community ability to track BLIP status is an essential aspect of public participation in the project;

Therefore be it resolved that:

The Board of Supervisors' Library Citizens Advisory Committee urges SFPL and DPW to assure that the branch renovation and construction information on the BLIP website is comprehensive, up-to-date and easy to navigate.

Prompt installation and maintenance of this MOU-mandated webpage will provide a process for timely, informed review and input by the community.

And be it further resolved that:

The BLIP project and its website follow Sunshine Ordinance requirements for posting meeting notices, including a two-week advance notice for irregularly scheduled meetings.

San Francisco Public Library

GOVERNMENT
DOCUMENTS DEPT

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of August 21, 2008

(As approved and amended at the regular meeting of September 18, 2008)

The San Francisco Public Library Commission held a regular meeting on Thursday, August 21, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:36 pm.

Commissioners present: Gomez, Harris, Kane, Lee, and Munson.

Commissioners Chin and Del Portillo were excused.

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Commissioner Kane said it is very important for that community to have a first class branch open seven days a week.

MOTION: by Commissioner Munson, seconded by Commissioner Lee to approve the resolution endorsing acquisition of property for expansion of Bayview/Anna E. Waden Branch Library and urging the Board of Supervisors to approve the Purchase Agreement.

ACTION: AYES: 5-0 (Gomez, Harris, Kane, Lee and Munson).

AGENDA ITEM NO. 4 BOND PROGRAM MANAGER'S REPORT

Lena Chen, Bond Program Manager, said the format of the report has been changed to try to consolidate some of the information. She said the monthly Manager's Report is organized into three parts: Informational presentations, regular reports and special reports. She said this month we have three special reports: Anza, Ortega and Visitacion Valley peer review responses. She said there are no changes to the budget this month. She said the schedule report shows the original, last approved and forecast schedule for all the projects in the program. She said there are new slides that show whether projects are on time or how long they are ahead or behind the forecast schedule. She explained the status of the program. She gave the Active Projects Report including information on new construction and renovations; and the Construction Report. She showed photographs and gave reports on the Richmond, Portola, Ingleside, Bernal Heights, Eureka Valley, Potrero, Parkside, Visitacion Valley, Anza, Ortega, Merced, Bayview, Park and North Beach projects.

Luis Herrera, City Librarian said there was a community meeting on August 18 on the North Beach Master Plan for Joe DiMaggio Park and the North Beach branch library. He said the goals were to improve the park by having a better connection between the park facilities, look at an improved location for the children's area, have more green space and to maintain all the Recreation and Park program elements as part of the process. He said another goal was to identify a site for the branch library which would provide a larger branch, providing more space for books, computers, space for adult, teen and children areas, and a program room. He said a third goal was to unify the park and the new library to integrate all of the functions and to provide a wonderful community space for the residents of North Beach.

Jill Bourne, Deputy City Librarian, said at the August 18 meeting they

reviewed 3 options for the Master plan: 1) a renovation of the existing building on two floors; 2) a new building at the corner of Greenwich and Columbus; and 3) a new building located at the triangle property bounded by Columbus, Mason and Lombard. She said the benefits and challenges were discussed for each site for both the park and the library. She said the traffic consultant reported on information about a traffic study of the surrounding streets. She said there was an engaging Q & A session.

Luis Herrera, City Librarian, said that the next steps include the Library Commission taking action on a recommended option. He said the Recreation and Park Commission will hear and take action on the issue following Library Commission action.

Lena Chen, Bond Program Manager, gave a summary of public outreach for the BLIP projects. She said the first special report would be the design review response for the Anza Branch Library. She said the Peer Review was held at the Library Commission meeting on February 21, 2008. She explained the responses from the architect to four issues brought up by the Peer Panel and the Commission. She said the next special report is the design review response for the Ortega Branch Library. She said the Peer Review was held February 21, 2008 and she explained the responses from the architect to the four issues brought up by the Peer Panel and the Commissioners. She said the final special report is the design review response for the Visitacion Valley Branch Library. She said the Peer Review was held January 3, 2008. She explained the responses from the architect to five issues brought up by the Peer Panel and the Commission.

Public Comment

An anonymous citizen said the reports are better. He said even though there is some slippage on the schedule, the truth is always what you need to hear. He said he is discouraged to hear they took out mature Canary Island Palms and replaced them with new Canary Island Palms at the Richmond branch. He said the new manager could distinguish herself by providing handouts 2 to a page rather than 6 to a page. He said the slide of Bernal Heights only showed the roof, he said the sidewalks are getting disreputable. He said it is deleterious to the neighborhood. He said he would like to see documentation about the seating for the Anza Branch.

Peter Warfield said it would be nice if there could be larger slides in the handouts. He said it is impossible to read the smallest materials. He said at least when there is detail, the slides should be bigger. He said the page numbers seem to be sporadic. He said it is unclear what the process is with regard to the peer review responses. He said it appears the Library has hosted Peer Panel Reviews which have made recommendations. He said it is not clear to him what the process is on whether the Commission wants to

insist on certain changes or whether the Commission wants to accept the architect's explanation.

Sue Cauthen, said she agrees with the previous speaker. She said she would love to see the Commission take a proactive stance on some of these projects and really evaluate them. She said there was an enormous amount of concern among library people at the North Beach meeting. She said the officers of the Library Citizens Advisory Committee (LCAC) were fortunate enough to be working with Luis and Jill on this and they did meet with them on this on two separate occasions. She said they know this was a compromise position. She said the Library did originally prefer the existing branch site. She said the concern is that they are moving a 5,000 sq. ft. library onto a 4,000 sq. ft. site. She said we are locating all services onto the first floor and upstairs will be a large community room and other services that won't require additional staff. She said she would like to see the Library bite the bullet and hire additional staff so there are services on the second floor. She said there will have to be two Environmental Impact Reports (EIR)s, one for the closure of Mason Street and one for the demolition of the existing library and this takes time and time is money. She said she hopes the Commission gets more involved.

Commission Discussion

President Gomez said that now is the time Commissioners speak up on the Peer Review responses and ask questions about the report.

Commissioner Kane said he likes the new reports and said they are easier to understand. He said on the schedule you see the approved and the forecast schedule. He said he would like to know from the last meeting what the new delay there is if any. He asked if there are any changes in the schedule in the last month. He said he would like to know those changes without looking at a bar chart. He said the Richmond branch is three months ahead of schedule so he said congratulations on that. He said on the news last night there was a protest at the Ingleside branch and he would like to know a little bit more about what we are doing for outreach to employ local residents.

Luis Herrera, City Librarian, said that DPW has been working with CityBuild and it is important to understand the requirements for hiring local individuals. He said it is a little more complex than what was portrayed in the news report so staff will report back to the Commission with more information.

Commissioner Kane said he went to the North Beach meeting and he wanted to give some initial thoughts. He said he understands that whichever option is chosen for that site would require two EIRs.

Jill Bourne, Deputy City Librarian, said whichever site is chosen will require an environmental review for the historic building. She said her understanding is that if two EIRs are required they will be done at one time and that they are not two separate processes.

Commissioner Kane said he understands that the triangle site will offer enough square footage to equal the renovated site on the library first floor space.

Jill Bourne said all sites that are being looked at would accommodate a full building program of 8500 sq. ft. She said they are all within that range. She said the current space that is being used is about 5200 sq. ft. She said the current footprint is less than 4500 sq. ft.

Commissioner Kane said there were a lot of different issues raised at the community meeting. He said people want and support a new library and he said there was strong interest in keeping library services open during construction. He said he heard a lot of support for the triangle site. He said if that site will work for library purposes in a reasonable budget, it seems to be the way to go.

Luis Herrera, City Librarian, said they have been working diligently with the Planning Department and the Department of Public Works to make sure that the EIR process will be expedited to a 12 month period.

Commissioner Lee asked about the closure of Mason Street for the North Beach branch site on the triangle.

Jill Bourne said that the triangle will require the closure because the building as proposed would go just over the sidewalk into the parking lane.

Commissioner Lee said in response to a statement by the public that this Commission is not a rubber stamp. He said the Commission has given direction on various projects. He said there are at least three projects with no change orders so that is good news. He said two projects are way behind schedule including Bayview and North Beach. He asked if there is any way that they can speed up the process on the Bayview project. He said he does not understand why the purchase of the adjacent building would delay the process 18 months.

Luis Herrera said the Library does want to expedite the Bayview project, but he said one of the reasons it is delayed is because staff went back and did some further study and we have expanded the scope of the building.

President Gomez thanked the staff for the presentation at the North Beach

community meeting. She said the presentation was clear, concise, engaging, entertaining and great under pressure. She said there was a lot of high energy at the meeting. She said people are devoted to the library and they are also devoted to the park planning and recreational facilities. She said there were mixed feelings about the closure of Mason Street. She said she thought there was some confusion about the parking and how many spaces would be lost with the street closure.

Luis Herrera, City Librarian agreed with President Gomez that Jill Bourne's background work and presentation were extraordinary.

AGENDA ITEM NO. 5 CIVIL GRAND JURY REPORT

Luis Herrera, City Librarian, said that as he reported last month the San Francisco Civil Grand Jury issued a report on June 26, 2008. He said the report had 14 recommendations and the Library was required to only respond to recommendation number 11. He said the Library has prepared a draft response, which the Commission has as part of the packet. He said the response is due to the Judge on August 25, 2008.

Public Comment

An anonymous citizen said the subtitle of the Grand Jury Report is "There Really Doesn't Seem to Have Been Anyone in Charge of the Store." He said whoever wrote the response didn't read Penal Code Section 933.05 which says that the respondent shall respond to each finding. He said the first finding is that there is enough attention paid to annual reports in order to foster accountability. He said when he was first involved with the Library the Library Commission approved an annual report and each Commissioner signed off on the report. He said another finding refers to problems with the bond program.

Peter Warfield said the specific request is for the Library to respond to one specific recommendation but there are quite a number of comments in the Grand Jury report referencing specific things that have happened with respect to the Library and its bond program. He said this Commission would do well to look into and prepare a response to some of the other issues the Grand Jury raised. The Grand Jury said the report asked if citizens would have voted for Prop D had they known some of the problems that existed, so how he asked how will this be addressed? He said the draft response is unfortunately not adequate in terms of insuring substantive issues will be addressed.

Sue Cauthen, Chair Library Citizens Advisory Committee (LCAC), said the reason the LCAC adopted a resolution urging update of the BLIP website is because a member of the group had some issues finding information about

an upcoming community meeting. She said she tried to find information about a North Beach meeting that was held five years ago and could not find it. She said it is important to have this information available to the public.

Commission Discussion

President Gomez said there are a number of egregious errors and out of date information in the report so she wondered who from the library had been contacted during the investigation.

Luis Herrera, City Librarian said that no one from the library staff had been contacted and the Library was disappointed. He said his understanding was that none of the Commissioners had been contacted nor staff from DPW or the Controller's Office.

Commissioner Kane said he hoped that the City Attorney's office was legally comfortable with the response. He said he agrees that the website should be current and up to date and we need to look at having all the correct information available.

Luis Herrera, City Librarian said that staff is making progress on the new web design. He said the whole point of the redesign is to enhance and improve the website.

Commissioner Kane said something should be added to the response to indicate that money had been added in the budget to update the website.

AGENDA ITEM NO. 6. ADJOURNMENT

MOTION: by Commissioner Harris, seconded by Commissioner Munson to adjourn the regular meeting of Thursday, August 21, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 5-0 (Gomez, Harris, Kane, Lee and Munson).

The regular meeting of August 21, 2008, of the San Francisco Public Library Commission adjourned at 6:37 pm.

Sue Blackman
Commission Secretary

Please note: Copies of commission minutes and handouts are available in

the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733.

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

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San Francisco Public Library Commission
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9/4/08

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: **Thursday, September 4, 2008**
TIME: **4:30 PM**
PLACE: **Koret Auditorium, Main Library, lower level**

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. NORTH BEACH BRANCH LIBRARY **DISCUSSION/ACTION**
(Discussion and possible action to adopt a resolution endorsing site plan for new North Beach Branch library on property bounded by Columbus, Mason and Lombard)
Explanatory Documents: Joe DiMaggio Playground and North Beach Public Library Master Plan presentation; Resolution.

3. CITY LIBRARIAN'S REPORT by Luis Herrera **DISCUSSION**
(This item is to allow the City Librarian to report on recent Library activities and make announcements.) The City Librarian will give updates on the following topics: New catalog interface Encore; In-service training for SFUSD principals; and highlights on exhibitions and programs.

4. FRIENDS OF THE LIBRARY REPORT **DISCUSSION**
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities)

5. LABOR UNION REPORT **DISCUSSION**
(This item is to allow representatives of labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

6. ADJOURNMENT (requires motion & public comment) **ACTION**

Sue Blackman Library Commission Secretary, 8/29/08

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during.

the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org/librarylocations/libcomm.htm#meetings.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

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To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

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Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

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Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Sue Blackman, Commission Secretary 03/29/07

San Francisco Public Library Commission
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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of September 4, 2008

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

The San Francisco Public Library Commission held a regular meeting on Thursday, September 4, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:36 pm.

Commissioners present: Chin, Del Portillo, Gomez, Harris, Kane, Lee and Munson.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said for several meetings he has told the Commission about Mr. Garza. He said the point was it was the justification of a lie. He said there is the question "am I crazy because you lie to me or do you lie to me because I'm crazy?" He said the fact is you can drive anyone crazy by removing them from their access to reality. He said you can do it to society itself. He read a quotation from Hannah Arendt on the subject. He said if you say it is o.k. to lie because he is crazy anyway what you are really saying is that the truth doesn't matter because we are all crazy. He said none of us are free citizens in a world that lives by that standard.

Rigel Christian said he was concerned about the net library e-audio books. He said this is the only media type that is not accessible in the branches. He said it is not accessible to people with Macs or people running non-window systems. He said he is one of those people. He asked that the Library Commission look into this. He said this system is also not publicized very much.

A person who did not identify himself said that he picked up a brochure from the Library with a beautiful picture of San Francisco with all the branch libraries. He said he has lived here for 50 years and he had no idea how fantastic this system is. He wanted to compliment the Library on the brochure and the skill of remodeling the libraries.

Peter Warfield, Library Users Association, said he agreed with the first speaker. He said he wanted to mention an article in this month's Scientific American that he thought the Commission would find extremely interesting. He said about five years ago the Library brought out its strategic plan and buried at the end was an objective to install and get funding for Radio Frequency Identification (RFID) technology to be used as a replacement for bar codes on books. He said this was a highly privacy threatened technology that was minimized or made fun of in a number of library circles. He said the article he is referring to is called "RFID tagged you're it". He read a portion of the article including "the devices pose new security risks to those who carry them, often unwittingly." He said there was a long two year battle on this issue and he said through his and others efforts the Supervisors refused to fund this program.

AGENDA ITEM NO. 2. NORTH BEACH BRANCH LIBRARY

Luis Herrera said the North Beach Branch Library is located on a parcel of land that is owned by the Recreation and Parks Department. He said the Commission at its March, 2007 meeting expanded the scope for this project from a renovation to a new library building. He said the Library and Recreation and Parks Department undertook a master planning process to determine the preferred location for the new branch library and improved park and recreation amenities. He said there were three community meetings held on the master plan. He said at the August 18 meeting there were three options presented and he explained those options.

Marsha Maytum, one of the lead architects for the project, explained the three goals of the master planning process. She explained the existing site conditions of the park and library.

Jill Bourne, Deputy City Librarian, said one of the options that had been looked at was to renovate the existing building. She went over the benefits and challenges of that option. She said because this was not optional for the library's needs, they did not create a full master plan for this option.

Marsha Maytum said there was great feedback from the three community meetings and she summarized that feedback.

Jeff Tumlin a transportation planner said he has been working on transportation analyses for this project. He said traffic is a significant concern for the neighborhood. He said the detail of traffic patterns in the neighborhood is extraordinarily complex. He said they used machine counters to determine the peak hours of traffic in the area. He said they then went back and hand counted for two hours in that peak period every single traffic movement at seven intersections. He said for the stretch of Mason Street they are talking about there were 300 vehicles or approximately 3 cars per minute in each direction. He said there had been concern expressed about the loss of parking and he said of the 11

on street spaces that would be lost with the closure of Mason Street, 5 -7 of those spaces would be replaced.

Marsha Maytum said one of the options looked at was building a new library at the corner of Columbus and Greenwich. She said it would be one full floor and a partial lower level.

Jill Bourne, Deputy City Librarian, said this was a preferred option at one point and said programmatically this met the Library's needs. She explained the benefits and some of the challenges of the plan.

Karen Mauney-Brodek, a Planner for the Recreation and Park Department, explained the challenges of this option to the park facilities and said there is currently no funding to replace the tennis court and playground that would be displaced by the new library in this location.

Jill Bourne said that the current library is located on Recreation and Park property so any change to the footprint will have to be approved by the Recreation and Park Commission.

Marsha Maytum said another option studied was the triangle site for a new library. She said it would include a lot more green area in the overall master plan for the park. She said the main services would be on the first floor of the building with a partial second floor for community services.

Jill Bourne said after working with the architects they have come up with a design that achieves the same programmatic needs and nice separate teen and children's areas. She said the second floor would have a community room with afterhour's access and other functions that are non-staffed. She outlined some of the benefits and challenges to the Library of the triangle location. She said this would require the closure of a portion of Mason Street.

Karen Mauney-Brodek, planner for Recreation and Park, said there are a lot of benefits to the park at this location.

Marsha Maytum said the recommended Master Plan includes the library relocation to 701 Lombard (the triangle); reorganization of and improvements of Park amenities and the closure of Mason Street to expand the park.

Luis Herrera, City Librarian, said the Commission action requested is to adopt a resolution endorsing 701 Lombard Street as the preferred site for a new North Beach Branch Library.

Public Comment

An anonymous citizen said it would have been more satisfactory if the details of the resolution were given prior to public comment. He said it is emblematic that the City Librarian goes back to March 2007 on the background of the project. He said, of course, the history of the triangle

area has a deep history and goes back further than 2007. He said pressure had been put on the previous City Librarian by the Recreation and Park Department to free up the space where the library is located.

Lucy Johns said she has lived in North Beach nearly 40 years, has used the library for decades and served two terms on the Friends of the Library Board in the 1980s. She said you have heard that the recommended option for the library to be located on the triangle would involve the closure of Mason Street. She said she would recommend that the approval of this option be contingent on the closure of Mason Street. She said if Mason Street is not closed then there is not nearly enough space for a library.

Julie Christensen, Friends of Joe DiMaggio Park, said she has worked on various aspects of this project for nearly a decade. She said she has worked on it through two Mayors, two City Librarians, three Recreation and Park Managers, and numerous Commissions and she said she urges the Commission to support the preferred option. She said there is an excellent library staff now and the plan has been well-vetted and Friends of Joe DiMaggio Park support it.

Audrey Kelley, said she lives on Greenwich Street and said she was a member of the Friends of Joe DiMaggio Park. She said she has two children ages 5 and 2 and they use the library and the playground almost daily. She said she is in support of the Resolution endorsing 701 Lombard Street as the preferred site for a new North Beach Branch Library. She said she is also a librarian although she has never worked for the City library system. She said from a professional perspective locating the library at this site will maintain an appropriate civic presence on Columbus and highlight the important role literature and literacy play in this neighborhood.

Cindy Wu, Community Planning Manager, Chinatown Community Development Center, a non-profit community development association, said she supports the project at 701 Lombard Street, and said she appreciates the public process.

Tan Chau, said he lives in North Beach and his family uses the North Beach branch library frequently. He read a letter from the Property Manager of the North Beach Place Public Housing, in support of the 701 Lombard Street site for the new and expanded library.

Orlando Diaz said he would like to see more changes to the park and it would be nice to see the library get bigger.

Orlando Diaz' mother and member of Friends of Joe DiMaggio Park said Orlando has participated in the betterment of the park. She said she is in support of the 701 Lombard Street as the preferred site. She said she circulated a petition of over 100 people in support of the site and the closure of Mason Street. She said the meetings in the community were nice examples of how the city government could run.

Joan Wood said she lives one block from 701 Lombard and said she has lived there since 1965. She said she is opposed to this resolution because she has put in a lot of hours to see that 701 Lombard Street came to the City. She said the issue of acquiring the lot polarized North Beach. She said most of the people who fought for the acquisition of 701 Lombard did not get it for a library. She said they got it for a park. She said if a park goes in there thousands of people including tourists will use it. If a library goes there hundreds of people will be pleased by that, but it is hundreds as opposed to thousands. She said she is opposed to closing Mason Street and there is no reason to close it.

Martha Mahoney said she lives across the street and she thinks it is a great idea to have the library on the triangle. She said she attended all of the community meetings. She said she is the moderator of North Beach Mamas, which is a group of over 85 women in that group. She said everyone is excited about a new library. She said her interest as a community member is in what is best for the community.

Pat Turra said she is a member of the Friends of Joe DiMaggio playground and said she supports the plan presented today. She said the plan is extremely well thought out. She said it is a result of community input and what is best for the library. She said it offers an enlarged library for all ages and offers the opportunity for greater green space in North Beach. She asked the Commission to support the plan.

Dorothy Danielson a retired professor of English, said since 1965 she has lived on the 500 block of Lombard Street. She said she is a past member of the Neighborhood Library Council. She said the acquisition of that property was for use as a park. She said she wondered if there aren't other possibilities. She urged the Commission to not hastily adopt this Resolution and to consider all possibilities.

Anne Wintroub said she is proud to live in a city where City Departments can work together in a public process and to arrive at the best possible plan for the neighborhood, the community and the city. She said she urges support of the Resolution.

Brian O'Flynn, former owner of 701 Lombard Street, said he urged the Commission not to be bamboozled by insiders trying to push this ill-conceived plan on you. He said when 701 Lombard was taken it was to preserve views and for open space. He said eminent domain is a very. very serious thing, which abridges an individual's constitutional rights of private property. He said he was going to build a home there for himself and his mother. He said they went through a long process to get the entitlements and the property was taken away on the pretense of getting park space to justify the eminent domain. He said in 2005 there was a traffic study done that showed over two million cars a year travelling on Mason Street. He said the current traffic study is a joke. He said the Commission should not rush into this.

David Chan, member of Save North Beach Library and Friends of North Beach Library, said he was here to plead with the Commissioners to not adopt this resolution. He said the history of the library was very contentious and the original premise was to use the property as a park. He said building a library was never part of the discussion. He said there is a bait and switch going on with this property. He said closing Mason Street is going to be a serious issue. He asked when the traffic study was done. He said saving the existing library and improving it would be a much more practical plan as far as funding.

Sue Cauthen, Chair of the Library Citizens Advisory Committee (LCAC), said she was speaking for herself. She said she agreed with the statements of the last speaker. She said by expanding the existing library there will be a bigger library, the Mason Street closure issue would not need to be addressed, and it gives the library all of the programmatic benefit. She said if you demolish the existing library it will require an Environmental Impact Report, which will take a long time. She said cost escalation would be 8% per year. She said there are people who want to raise money to help the library complete its original plan for the library. She asked the Commission to wait a couple of months to see how that goes. She said she would hope the Commission would wait until the LCAC had time to discuss this issue.

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An unidentified woman said she wanted to speak in support of the resolution. She said moving the library to the triangle will create a larger green space for the area. She said she lives on Union between Mason and Taylor and she said no one she knows ever goes down that section of Mason in a car. She said North Beach is a pedestrian kind of neighborhood and closing Mason would be safer and healthier. So she said she urged the Commission to adopt the Resolution.

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Commissioner Del Portillo said she would like to congratulate the City Librarian and staff. She said she has never been in a situation where she has seen so many compliments on the process. She asked how long it will take before the new library is open. She said the longer you wait the more it will cost so she would like to see this move forward.

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John Malamut, City Attorney's Office, said the issue of the closure of Mason Street would be determined by the Board of Supervisors.

Commissioner Chin said she grew up in the North Beach area and she knows the community very well and she said even as a kid they thought the existing library was small. A larger building will benefit the community.

Luis Herrera, City Librarian, read portions of the "Resolved" portions of the Resolution.

President Gomez thanked the community members for attending the meeting and attending the community meetings. She said this is the beginning of a process and there will be further community meetings to discuss the design of the library.

Motion: By Commissioner Chin, seconded by Commissioner Harris to approve the Resolution endorsing 701 Lombard Street as the preferred site for a new North Beach Branch Library.

Action: Ayes 7-0 (Commissioners Chin, Del Portillo, Gomez, Harris, Kane, Lee and Munson).

AGENDA ITEM NO. 3 CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian said the first topic to be discussed would be the new catalog interface encore.

Vivian Pisano, Chief of Information Technology, gave a presentation on encore, an application of the library's integrated library system. She said this was launched on August 1. She said this provides a way to search the collection by exploration. She said this is more than just a keyword search. She said the classic catalog is still available and is best when you have a known search. She said there is a feedback section on the encore page and she went over some of the survey results and comments from patrons.

Luis Herrera said this is part of an enhanced public service that was part of the budget process approved by the Commission. He said that the Library held an In-Service training for San Francisco Unified School District principals and that Commissioner Chin had participated in the training. He said there was a great turnout and the feedback was very positive. He said the Superintendent, Carlos Garcia was very supportive of the program.

Marcia Schneider, Chief of Communications, Collections and Adult Services gave an update on the Library's upcoming Exhibitions and Programs and said there are three items she will be highlighting: the Robert Sabuto exhibit, One City One Book and complimentary to that an exhibit on Afghanistan.

Toni Bernardi, Chief of Children and Youth Services, said it is important to host exhibits for children's books illustrators to highlight the quality of art

being produced to children's picture books. She said it lets children see that picture book art begins somewhere before it ends up in the book. She said right now there is an exhibit called Travels in Time and Space by Robert Sabuto. She said Sabuto is probably best known for his incredibly intricate and complex pop-up books. She said the exhibit will be up through November 9.

Marcia Schneider said a new exhibit will be opening on October 11 "Afghanistan 1970 -1975 Images from an Era of Peace." She said it will be on the sixth floor in the Skylight Gallery and will be on view until January 18, 2009. She said there will also be an exhibit at the Asian Art Museum "Afghanistan: Hidden Treasures from the National Museum, Kabul." She said these programs relate to this year's One City One Book program which is West of Kabul East of New York by Tamim Ansary. She said there will be many related programs, including a panel discussion, film series, discussion groups and more.

Luis Herrera, City Librarian, said there has been great funding support for the One City One Book program.

Public Comment

An anonymous citizen said encore does not mean new it means again and again and again. He said if the library had the same respect for open process for the basic functions of the library as it did for the North Beach branch process this wouldn't be brought to the Commission in September when the system started in August. He said if you want to use the traditional catalog, he said it is the smallest typeface on the website. He said he hoped the Commission had a chance to see an exhibit at the Buena Vista museum called "How to Organize a Public Library." He said he would characterize it as the public's revenge. He said it was based on an essay about the more frustrating aspects of librarianship from the other side.

Peter Warfield said he is always glad to hear about exhibits and he said he would like to see the library do more programs on topical issues such as the ones on Afghanistan. He said he is concerned about encore and it is problematic that we have not heard what is the objective of encore and what sorts of problems existed and how encore addresses those problems. He asked how does the patron know when to use encore or when to use the traditional catalog.

Melissa Riley said that many members who participated in the In-Service Training for the principals said they were thrilled with the program. She said she is looking forward to a new relationship with the schools and the library.

Commission Discussion

Commissioner Chin said she was a participant in the training and that people did tell her how great it was.

President Gomez said she would encourage people to participate in the One City One Book program and to hear Tamim Ansary speak. She said he is very charming and sharp and a wonderful author.

AGENDA ITEM NO. 4. FRIENDS OF THE LIBRARY REPORT

Donna Bero, Friends of the Library, said the final installment of the Poets Eleven program was occurring this evening. She said the poetry was fantastic. She said the poems were compiled and printed so each one who participated is now a published poet. She said 33 of the poets were chosen and will be reading on September 21 at the Main Library. She said on September 16 Mayor Newsom will be interviewing Steve Chen of YouTube as part of the City Speaks program here at the Koret. She said on September 22, Friends' partner Porchlight will be holding its next storytelling series. She said the 44th Annual Big Book Sale is coming up. The member preview is Wednesday, September 24 and the sale will be from September 25 – 28 at the Fort Mason Pavilion. She said there are approximately 300,000 books available for sale. She said there are three times as many volunteers this year as well.

Public Comment

An anonymous citizen said the appearance of democracy is very close to democracy. He said the Friends and Foundation is trying to cover its anti-intellectualism with its literacy friendliness maybe that will have the same function and it will succeed. He quoted a portion of "Elegy Written in a Country Court-Yard."

AGENDA ITEM NO. 5. LABOR UNION REPORT

There was no Labor Union Report.

ITEM NO. 6. ADJOURNMENT

MOTION: by Commissioner Lee, seconded by Commissioner Munson, to adjourn the regular meeting of Thursday, September 4, 2008.

Public Comment

There was no public comment on this item

AYES: 7-0 (Chin, Del Portillo, Gomez, Kane, Harris, Lee and Munson).

The regular meeting of September 4, 2008, of the San Francisco Public Library Commission adjourned at 6:57 pm.

Please note: These are draft minutes subject to revision by the Public Library Commission. Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library

Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

San Francisco Public Library

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of September 4, 2008

(As approved at the Regular Meeting of October 2, 2008)

The San Francisco Public Library Commission held a regular meeting on Thursday, September 4, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:36 pm.

Commissioners present: Chin, Del Portillo, Gomez, Harris, Kane, Lee and Munson.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said for several meetings he has told the Commission about Mr. Garza. He said the point was it was the justification of a lie. He said there is the question "am I crazy because you lie to me or do you lie to me because I'm crazy?" He said the fact is you can drive anyone crazy by removing them from their access to reality. He said you can do it to society itself. He read a quotation from Hannah Arendt on the subject. He said if you say it is o.k. to lie because he is crazy anyway what you are really saying is that the truth doesn't matter because we are all crazy. He said none of us are free citizens in a world that lives by that standard.

Rigel Christian said he was concerned about the net library e-audio books. He said this is the only media type that is not accessible in the branches. He said it is not accessible to people with Macs or people running non-window systems. He said he is one of those people. He asked that the Library Commission look into this. He said this system is also not publicized very much.

A person who did not identify himself said that he picked up a brochure from the Library with a beautiful picture of San Francisco with all the branch libraries. He said he has lived here for 50 years and he had no idea how fantastic this system is. He wanted to compliment the Library on the brochure and the skill of remodeling the libraries.

Peter Warfield, Library Users Association, said he agreed with the first speaker. He said he wanted to mention an article in this month's Scientific American that he thought the Commission would find extremely interesting. He said about five years ago the Library brought out its strategic plan and buried at the end was an objective to install and get funding for Radio Frequency Identification (RFID) technology to be used as a replacement for bar codes on books. He said this was a highly privacy threatened technology that was minimized or made fun of in a number of library circles. He said the article he is referring to is called "RFID tagged you're it". He read a portion of the article including "the devices pose new security risks to those who carry them, often unwittingly." He said there was a long two year battle on this issue and he said through his and others efforts the Supervisors refused to fund this program.

AGENDA ITEM NO. 2. NORTH BEACH BRANCH LIBRARY

Luis Herrera said the North Beach Branch Library is located on a parcel of land that is owned by the Recreation and Parks Department. He said the Commission at its March, 2007 meeting expanded the scope for this project from a renovation to a new library building. He said the Library and Recreation and Parks Department undertook a master planning process to determine the preferred location for the new branch library and improved park and recreation amenities. He said there were three community meetings held on the master plan. He said at the August 18 meeting there were three options presented and he explained those options.

Marsha Maytum, one of the lead architects for the project, explained the three goals of the master planning process. She explained the existing site conditions of the park and library.

Jill Bourne, Deputy City Librarian, said one of the options that had been looked at was to renovate the existing building. She went over the benefits and challenges of that option. She said because this was not optional for the library's needs, they did not create a full master plan for this option.

Marsha Maytum said there was great feedback from the three community meetings and she summarized that feedback.

Jeff Tumlin a transportation planner said he has been working on transportation analyses for this project. He said traffic is a significant concern for the neighborhood. He said the detail of traffic patterns in the neighborhood is extraordinarily complex. He said they used machine counters to determine the peak hours of traffic in the area. He said they then went back and hand counted for two hours in that peak period every single traffic movement at seven intersections. He said for the stretch of Mason Street they are talking about there were 300 vehicles or

approximately 3 cars per minute in each direction. He said there had been concern expressed about the loss of parking and he said of the 11 on street spaces that would be lost with the closure of Mason Street, 5 -7 of those spaces would be replaced.

Marsha Maytum said one of the options looked at was building a new library at the corner of Columbus and Greenwich. She said it would be one full floor and a partial lower level.

Jill Bourne, Deputy City Librarian, said this was a preferred option at one point and said programmatically this met the Library's needs. She explained the benefits and some of the challenges of the plan.

Karen Mauney-Brodek, a Planner for the Recreation and Park Department, explained the challenges of this option to the park facilities and said there is currently no funding to replace the tennis court and playground that would be displaced by the new library in this location.

Jill Bourne said that the current library is located on Recreation and Park property so any change to the footprint will have to be approved by the Recreation and Park Commission.

Marsha Maytum said another option studied was the triangle site for a new library. She said it would include a lot more green area in the overall master plan for the park. She said the main services would be on the first floor of the building with a partial second floor for community services.

Jill Bourne said after working with the architects they have come up with a design that achieves the same programmatic needs and nice separate teen and children's areas. She said the second floor would have a community room with afterhour's access and other functions that are non-staffed. She outlined some of the benefits and challenges to the Library of the triangle location. She said this would require the closure of a portion of Mason Street.

Karen Mauney-Brodek, planner for Recreation and Park, said there are a lot of benefits to the park at this location.

Marsha Maytum said the recommended Master Plan includes the library relocation to 701 Lombard (the triangle); reorganization of and improvements of Park amenities and the closure of Mason Street to expand the park.

Luis Herrera, City Librarian, said the Commission action requested is to adopt a resolution endorsing 701 Lombard Street as the preferred site for a new North Beach Branch Library.

Public Comment

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An anonymous citizen said it would have been more satisfactory if the details of the resolution were given prior to public comment. He said it is emblematic that the City Librarian goes back to March 2007 on the background of the project. He said, of course, the history of the triangle area has a deep history and goes back further than 2007. He said pressure had been put on the previous City Librarian by the Recreation and Park Department to free up the space where the library is located.

Lucy Johns said she has lived in North Beach nearly 40 years, has used the library for decades and served two terms on the Friends of the Library Board in the 1980s. She said you have heard that the recommended option for the library to be located on the triangle would involve the closure of Mason Street. She said she would recommend that the approval of this option be contingent on the closure of Mason Street. She said if Mason Street is not closed then there is not nearly enough space for a library.

Julie Christensen, Friends of Joe DiMaggio Park, said she has worked on various aspects of this project for nearly a decade. She said she has worked on it through two Mayors, two City Librarians, three Recreation and Park Managers, and numerous Commissions and she said she urges the Commission to support the preferred option. She said there is an excellent library staff now and the plan has been well-vetted and Friends of Joe DiMaggio Park support it.

Audrey Kelley, said she lives on Greenwich Street and said she was a member of the Friends of Joe DiMaggio Park. She said she has two children ages 5 and 2 and they use the library and the playground almost daily. She said she is in support of the Resolution endorsing 701 Lombard Street as the preferred site for a new North Beach Branch Library. She said she is also a librarian although she has never worked for the City library system. She said from a professional perspective locating the library at this site will maintain an appropriate civic presence on Columbus and highlight the important role literature and literacy play in this neighborhood.

Cindy Wu, Community Planning Manager, Chinatown Community Development Center, a non-profit community development association, said she supports the project at 701 Lombard Street, and said she appreciates the public process.

Tan Chau, said he lives in North Beach and his family uses the North Beach branch library frequently. He read a letter from the Property Manager of the North Beach Place Public Housing, in support of the 701 Lombard Street site for the new and expanded library.

Orlando Diaz said he would like to see more changes to the park and it would be nice to see the library get bigger.

Orlando Diaz' mother and member of Friends of Joe DiMaggio Park said Orlando has participated in the betterment of the park. She said she is in support of the 701 Lombard Street as the preferred site. She said she circulated a petition of over 100 people in support of the site and the closure of Mason Street. She said the meetings in the community were nice examples of how the city government could run.

Joan Wood said she lives one block from 701 Lombard and said she has lived there since 1965. She said she is opposed to this resolution because she has put in a lot of hours to see that 701 Lombard Street came to the City. She said the issue of acquiring the lot polarized North Beach. She said most of the people who fought for the acquisition of 701 Lombard did not get it for a library. She said they got it for a park. She said if a park goes in there thousands of people including tourists will use it. If a library goes there hundreds of people will be pleased by that, but it is hundreds as opposed to thousands. She said she is opposed to closing Mason Street and there is no reason to close it.

Martha Mahoney said she lives across the street and she thinks it is a great idea to have the library on the triangle. She said she attended all of the community meetings. She said she is the moderator of North Beach Mamas, which is a group of over 85 women in that group. She said everyone is excited about a new library. She said her interest as a community member is in what is best for the community.

Pat Turra said she is a member of the Friends of Joe DiMaggio playground and said she supports the plan presented today. She said the plan is extremely well thought out. She said it is a result of community input and what is best for the library. She said it offers an enlarged library for all ages and offers the opportunity for greater green space in North Beach. She asked the Commission to support the plan.

Dorothy Danielson a retired professor of English, said since 1965 she has lived on the 500 block of Lombard Street. She said she is a past member of the Neighborhood Library Council. She said the acquisition of that property was for use as a park. She said she wondered if there aren't other possibilities. She urged the Commission to not hastily adopt this Resolution and to consider all possibilities.

Anne Wintroub said she is proud to live in a city where City Departments can work together in a public process and to arrive at the best possible plan for the neighborhood, the community and the city. She said she urges support

of the Resolution.

Brian O'Flynn, former owner of 701 Lombard Street, said he urged the Commission not to be bamboozled by insiders trying to push this ill-conceived plan on you. He said when 701 Lombard was taken it was to preserve views and for open space. He said eminent domain is a very, very serious thing, which abridges an individual's constitutional rights of private property. He said he was going to build a home there for himself and his mother. He said they went through a long process to get the entitlements and the property was taken away on the pretense of getting park space to justify the eminent domain. He said in 2005 there was a traffic study done that showed over two million cars a year travelling on Mason Street. He said the current traffic study is a joke. He said the Commission should not rush into this.

David Chan, member of Save North Beach Library and Friends of North Beach Library, said he was here to plead with the Commissioners to not adopt this resolution. He said the history of the library was very contentious and the original premise was to use the property as a park. He said building a library was never part of the discussion. He said there is a bait and switch going on with this property. He said closing Mason Street is going to be a serious issue. He asked when the traffic study was done. He said saving the existing library and improving it would be a much more practical plan as far as funding.

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Motion: By Commissioner Chin, seconded by Commissioner Harris to approve the Resolution endorsing 701 Lombard Street as the preferred site for a new North Beach Branch Library.

Action: Ayes 7-0 (Commissioners Chin, Del Portillo, Gomez, Harris, Kane, Lee and Munson).

AGENDA ITEM NO. 3 CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian said the first topic to be discussed would be the new catalog interface encore.

Vivian Pisano, Chief of Information Technology, gave a presentation on encore, an application of the library's integrated library system. She said this was launched on August 1. She said this provides a way to search the collection by exploration. She said this is more than just a keyword search. She said the classic catalog is still available and is best when you have a known search. She said there is a feedback section on the encore page and she went over some of the survey results and comments from patrons.

Luis Herrera said this is part of an enhanced public service that was part of the budget process approved by the Commission. He said that the Library held an In-Service training for San Francisco Unified School District principals and that Commissioner Chin had participated in the training. He said there was a great turnout and the feedback was very positive. He said the Superintendent, Carlos Garcia was very supportive of the program.

Marcia Schneider, Chief of Communications, Collections and Adult Services gave an update on the Library's upcoming Exhibitions and Programs and said there are three items she will be highlighting: the Robert Sabuto exhibit, One City One Book and complimentary to that an exhibit on Afghanistan.

Toni Bernardi, Chief of Children and Youth Services, said it is important to host exhibits for children's books illustrators to highlight the quality of art being produced to children's picture books. She said it lets children see that picture book art begins somewhere before it ends up in the book. She said right now there is an exhibit called Travels in Time and Space by Robert Sabuto. She said Sabuto is probably best known for his incredibly intricate and complex pop-up books. She said the exhibit will be up through November 9.

Marcia Schneider said a new exhibit will be opening on October 11 "Afghanistan 1970 -1975 Images from an Era of Peace." She said it will be on the sixth floor in the Skylight Gallery and will be on view until January 18, 2009. She said there will also be an exhibit at the Asian Art Museum "Afghanistan: Hidden Treasures from the National Museum, Kabul." She said these programs relate to this year's One City One Book program which is West of Kabul East of New York by Tamim Ansary. She said there will be many related programs, including a panel discussion, film series, discussion groups and more.

Luis Herrera, City Librarian, said there has been great funding support for the One City One Book program.

Public Comment

An anonymous citizen said encore does not mean new it means again and again and again. He said if the library had the same respect for open process for the basic functions of the library as it did for the North Beach branch process this wouldn't be brought to the Commission in September when the system started in August. He said if you want to use the traditional catalog, he said it is the smallest typeface on the website. He said he hoped the Commission had a chance to see an exhibit at the Buena Vista museum called "How to Organize a Public Library." He said he would characterize it as the public's revenge. He said it was based on an essay about the more frustrating aspects of librarianship from the other side.

Peter Warfield said he is always glad to hear about exhibits and he said he would like to see the library do more programs on topical issues such as the ones on Afghanistan. He said he is concerned about encore and it is problematic that we have not heard what is the objective of encore and what sorts of problems existed and how encore addresses those problems. He asked how does the patron know when to use encore or when to use the traditional catalog.

Melissa Riley said that many members who participated in the In-Service Training for the principals said they were thrilled with the program. She said she is looking forward to a new relationship with the schools and the library.

Commission Discussion

Commissioner Chin said she was a participant in the training and that people did tell her how great it was.

President Gomez said she would encourage people to participate in the One City One Book program and to hear Tamim Ansary speak. She said he is very charming and sharp and a wonderful author.

AGENDA ITEM NO. 4. FRIENDS OF THE LIBRARY REPORT

Donna Bero, Friends of the Library, said the final installment of the Poets Eleven program was occurring this evening. She said the poetry was fantastic. She said the poems were compiled and printed so each one who participated is now a published poet. She said 33 of the poets were chosen and will be reading on September 21 at the Main Library. She said on September 16 Mayor Newsom will be interviewing Steve Chen of YouTube as part of the City Speaks program here at the Koret. She said on September 22, Friends' partner Porchlight will be holding its next storytelling series. She said the 44th Annual Big Book Sale is coming up. The member

preview is Wednesday, September 24 and the sale will be from September 25 – 28 at the Fort Mason Pavilion. She said there are approximately 300,000 books available for sale. She said there are three times as many volunteers this year as well.

Public Comment

An anonymous citizen said the appearance of democracy is very close to democracy. He said the Friends and Foundation is trying to cover its anti-intellectualism with its literacy friendliness maybe that will have the same function and it will succeed. He quoted a portion of "Elegy Written in a Country Court-Yard."

AGENDA ITEM NO. 5. LABOR UNION REPORT

There was no Labor Union Report.

ITEM NO. 6. ADJOURNMENT

MOTION: by Commissioner Lee, seconded by Commissioner Munson, to adjourn the regular meeting of Thursday, September 4, 2008.

Public Comment

There was no public comment on this item

AYES: 7-0 (Chin, Del Portillo, Gomez, Kane, Harris, Lee and Munson).

The regular meeting of September 4, 2008, of the San Francisco Public Library Commission adjourned at 6:57 pm.

Please note: Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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SEP 15 2008

SAN FRANCISCO
PUBLIC LIBRARY

NOTICE OF MEETING

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: **Thursday, September 18, 2008**
TIME: **4:30 PM**
PLACE: **Koret Auditorium, Main Library, lower level**

Please note that immediately preceding the meeting, from 3:30 - 4:30 pm there will be a reception in the Skylight Gallery, sixth floor, Main Library with a presentation of a donation from the Friends of the Library to the San Francisco Public Library.

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF MINUTES AUGUST 21, 2008 **ACTION**
(Presentation, discussion and possible action to approve the minutes of the special meeting of August 21, 2008.)
Explanatory document: draft minutes.

3. LEASE REVENUE BONDS TO FINANCE REMAINING BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) PROJECTS **DISCUSSION**
(Discussion of lease revenue bond process and anticipated amount of lease revenue bonds needed to finance remaining branch projects for BLIP)
Explanatory document: Memorandum to Commission from City Librarian dated September 15, 2008.

4. BRANCH LIBRARY IMPROVEMENT PROGRAM SCHEDULE CHANGES **DISCUSSION/ACTION**
(Discussion and possible action to approve forecast project schedules for BLIP)
Explanatory document: Memorandum to Commission from City Librarian dated September 12, 2008.

5. BOND PROGRAM MANAGER'S REPORT **DISCUSSION**
(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)
This report will consist of an *informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*: Merced Branch Peer Review Response.
Explanatory documents: Current Budget Report; Library Commission Schedule Report; Merced Peer Review Response.

6. ADJOURNMENT (requires motion & public comment) **ACTION**

Sue Blackman Library Commission Secretary, 9/15/2008

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Sue Blackman, Commission Secretary 03/29/07

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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OCT 10 2008

SAN FRANCISCO
PUBLIC LIBRARY

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of September 18, 2008

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

The San Francisco Public Library Commission held a regular meeting on Thursday, September 18, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:35 pm.

Commissioners present: Chin, Del Portillo, Gomez, Harris, Kane and Munson

Commissioner Lee was excused.

President Gomez acknowledged a very generous gift from the Friends of the San Francisco Public Library in the amount of $750,000 to support programs at the library. The gift was celebrated at a reception prior to the meeting.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said what we hear is that if the Friends and Foundation didn't pay for the chairs in the library, the public would be sitting on the floor. He said the Statue of Liberty, Patrick Henry, and Martin Luther King Jr. did not ask for a free breakfast. He said they all saw a public society with public values. He said an enormous amount of work has been done to reduce the corrosive influence of private money. He said there are conflict of interest laws, financial disclosure laws, and open government sunshine laws to reduce the corrosive effect of private money. He said the influence of private money has a corrosive effect on democracy.

Sue Cauthen, Chair of the Library Citizens Advisory Committee (LCAC) said the LCAC adopted a Resolution on Library Bathroom Access and Maintenance. She distributed the Resolution to the Commission and asked to have it included with the minutes. She said one of the LCAC members had an issue with the cleanliness of the Chinatown branch and at the Main Library so they are asking that the bathrooms are open, clean and in good working order. They also recommended that a periodic restroom maintenance schedule be adhered to for all bathrooms in the system. She distributed a letter from the Coalition for San Francisco

Neighborhoods about the North Beach Library and said they were concerned with the environmental issues.

Donna Bero, Friends of the Library, said for the last several years Friends has created a track record of wonderful collaboration and openness with the Library, the Commission, and the community through their donors. She said this year Friends will be contributing nearly $4 million to the Library including the $750,000 presented at the reception today for programs. She said there will also be $2,325,000 for capital support, more than $850,000 for in kind volunteer support, and direct donations of materials to the library. She said over the last ten years they have donated nearly $20 million. She said they just found out yesterday that the Koret Foundation has awarded $1 million to the Neighborhood Library Campaign.

Peter Warfield said there are times when credit is taken for donations that are intended to help the library and the Friends act as a pass through mechanism so that shouldn't obscure the fact that the money is given with the intention of helping the library. He said unnoted since July is something that happened at the Board of Supervisors when they approved the fees the library is authorized to charge to patrons. He said these fees got 4 votes in opposition. He said these fees included the authorization to allow the library to charge $115 for a book that is lost via the Link+ system. He said it is up to the owning library of whether they will accept a lesser fee or replacement of the item. He said that is an unfortunate situation.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES OF AUGUST 21, 2008

Public Comment

An anonymous citizen said there were at least two areas where crucial discussions were represented accurately. He said the items he passed out to the Commission were reflected in the minutes, but were not attached to the Minutes. He said on page 9 the minutes reflect a discussion about the Civil Grand Jury report. He said the City Librarian said no one from the library had been contacted. He said he gave the City Librarian a copy of the law relating to the Civil Grand Jury investigation. He gave a definition of hornswoggled.

Peter Warfield said he thought they had put to rest the issue of the spelling of hornswoggled. He said he is less pleased with these minutes than previous ones. He said his comments on pages 1 and 2 did not represent what he said. On page 2 he said the anonymous citizen gave a definition of the word hornswoggled. He said it meant the Commission had been deceived and that was not reflected in the minutes. He said the Library Citizens Advisory Committee (LCAC) had passed a resolution which summarized what the City Librarian and Deputy City Librarian had told the LCAC and that had turned out to be not true.

Commissioner Chin left the meeting.

MOTION: by Commissioner Munson, seconded by Commissioner Del Portillo, to approve the minutes of August 21, 2008 with a correction to the motion on page 2 approving the minutes of July 17 to read "with a correction to the spelling of the word horns woggled or hornswoggled (deceived)" on page 1.

AYES: 5-0 (Del Portillo, Gomez, Harris, Kane, and Munson)

Commissioner Chin returned to the meeting.

AGENDA ITEM NO. 3. LEASE REVENUE BONDS TO FINANCE REMAINING BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) PROJECTS

Luis Herrera, City Librarian, said the library staff, the Budget Manager, the BLIP team, and the City Attorney's Office have worked closely to develop the memorandum dated September 18, 2008. He said the memorandum outlines the history and process of the sale of lease revenue bonds including: debt authority under Proposition D (November 2007); Proposed Lease Revenue Bond Sales; and the Lease Revenue Bonds Process.

Maureen Singleton, Budget Manager, said the library is proposing issuing revenue bonds to complete the BLIP projects. She explained the authority to issue those bonds under Proposition D approved on November 6, 2007. She explained the process for the sale of lease revenue bonds. She said the library is proposing two sales of lease revenue bonds to complete six projects: Anza, Golden Gate Valley, Bayview, Merced, Ortega and North Beach. She said the first sale in January 2009 would be for construction, design and program costs. She said a second sale in the summer of 2009 would be for construction and program costs. She said the first sale would be approximately $34 million, consisting of approximately $30.6 million for program and $3.3 million for bond issuance and related costs. She said it is based on a 25-year repayment term and an estimated 6.5% interest rate. She explained the lease revenue bond debt service payment and projected revenue growth over FY 07. She explained the tentative schedule for the sale of the bonds. She said the next step is to come back to the Commission on October 2, 2008 for approval of the sale.

Public Comment

An anonymous citizen said this is a proposal which takes a great deal of study. He said the original memo did not give any revenue projections so he was grateful the presentation did include those. He said the City Charter forbids revenue bonds with exceptions. He said Proposition D approved by the voters was alleged to be within those exceptions. He said offering the Main Library as collateral is not quite what the people were told. He said the issuing costs themselves are a concern.

Peter Warfield said it is easy to make jokes on how words are spelled but the meaning of the discussion was about deception. He said unfortunately this bond sale presents some new aspects to the bond program that were never mentioned at the time Proposition D was discussed or passed. He said it was never said that the Main Library would be used as collateral for loans 25 years in length. He said he has strong problems with the Main Library being the guarantor of loans that are supposed to be for the purpose of renovating or rebuilding branch libraries. He said the cost is huge. He said the structure is enormously expensive compared to pay as you go or some other form of payment. He said the fees and costs need to be looked at closely. He said operating costs could be impacted.

Commission Discussion

Commissioner Kane asked about the lease structure and the purpose of the collateral.

Nadia Sesay, Director of the Office of Public Finance, said under the lease structure under State law you are required to have an asset of security for the debt. She said they are continuing to observe the market rates. She said the estimate is highly conservative for interest rates.

Luis Herrera, City Librarian, responded to a question from Commissioner Kane and said the construction costs for Bayview and North Beach would be part of the proposed second sale. He said the first sale includes design costs. He said there is a requirement on using the Main Library as collateral that the building would remain a library and in case of default the City would pick up the loan.

Commissioner Chin asked how often this process is done.

Nadia Sesay, Director of the Office of Public Finance, said the City has done this for a lot of different projects. She said by having the Main Library as security it does lower the interest rate over time. She said it is done all over the country.

Commissioner Chin asked about the Golden Gate Valley branch.

Luis Herrera, City Librarian, said they are aware that this is one of the most expensive renovation projects. He said there is a lot of excavation required for the seismic strengthening and it is a historic building and we need to keep the architectural integrity of the building.

Commissioner Munson said this may seem like an unusual tool, but it is used frequently. He said you are dealing with a cash flow stream and an asset, so it is like a guarantee.

AGENDA ITEM NO. 4 BRANCH LIBRARY IMPROVEMENT PROGRAM SCHEDULE CHANGES

Luis Herrera, City Librarian, referred to a memo to the Commission and said in March, 2007 the Library Commission adopted revised schedules for the remainder of the BLIP projects. He said the projects have been broken up into three groups. Group I includes projects that are progressing with design or construction and on time and include Anza, Merced and Richmond. He said Group II includes projects which are in construction with schedule delays and include Bernal Heights, Eureka Valley, Ingleside, Portola and Potrero. He said Group III includes projects with schedule changes for projects in design and include Bayview, Golden Gate Valley, North Beach, Ortega, Park, Parkside, Presidio and Visitacion Valley.

Public Comment

An anonymous citizen said this is a management tool that shows the last adopted schedule with forecast schedule and asks the Commission to approve the forecast schedule. He said he is grateful that this has been brought to the Commission and said it is too bad we don't have this for all the previous changes to the schedule. He said it highlights some issues the Commission should be asking about. He said the delay in the Park branch should bring up a red flag.

Peter Warfield said thank you to the Commissioners and the members of the public for pushing for this. He said additional details would be useful. He said under Group II, Potrero does have a cost impact and it does not have that cost included. He said Group III will also have cost impacts but that they are being evaluated and will be presented to the Commission as soon as they are available. He said not seeing the related cost is unfortunate. He said the role of the Commission is as a policy setting body and to provide direction. He said Ortega and Visitacion Valley have a reference to the delay being in part for re-design to LEED standards. He said he has asked before and has not received an answer on what the Library's policy is on LEED standards.

Commission Discussion

Commissioner Kane said going forward this will be very helpful for the Commission to see where we are. He had questions about changes to the schedule and costs for construction delays.

Lena Chen, Bond Program Manager, said an 8% annual escalation is being used for delays in construction costs.

Commissioner Kane said some of the projects have sizable delays.

Luis Herrera, City Librarian, said there are some process issues causing some of the delays.

Lena Chen, Bond Program Manager said both the Park and Presidio branches were awarded to a joint partnership and that has caused some delays.

Brian Bannon, Chief of Branches said it was the first time these architects have worked together and they are part of a new pool of architects that have been selected.

Commissioner Kane said an eight month delay is unacceptable.

Luis Herrera, City Librarian, said the actual costs will be brought back to the Commission for action as early as October.

Commissioner Munson asked if the preliminary budgets before the Commission include the costs for the delays in the projects.

Luis Herrera responded to Commissioner Munson that the preliminary budgets do include the costs for the delays.

MOTION: by Commissioner Del Portillo, seconded by Commissioner Chin to approve the September 2008 forecast schedule.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Kane, and Munson)

AGENDA ITEM NO. 5 BOND PROGRAM MANAGER'S REPORT

Lena Chen, Bond Program Manager, said along with the regular reports there would be a special report on the Merced Branch Peer Review Response. She said as of 4/17/08 the approved budget was $147,362,986. She said budget changes will be brought to the Commission next month for approval to reflect the changes to the schedule approved by the Commission. She said the schedule report is a summary level report that is broken down by project in alphabetical order and is available at the back of the room. She said the schedule has been updated this month for the 16 active projects. She said each project has the original schedule, the last approved schedule and the forecasted schedule. She gave the status of the program and said that 6 property acquisitions are complete; 8 projects are complete and open; 6 projects are in construction and 10 branches are in planning and design. She showed photographs and gave reports on the following projects in construction: Richmond, Portola, Ingleside, Bernal Heights, Eureka Valley, and Potrero. She gave updates on projects in design including Parkside, Visitacion Valley, Anza, Ortega, Merced and Bayview. She said other active projects are Park, Presidio, and Golden Gate Valley. She said the Commission adopted a Resolution recommending the triangle site for the North Beach Branch Library and the Recreation and Park Commission will be discussion a similar resolution at their meeting today. She gave a summary of public outreach. She said the special report this month is the design review response to the Merced Branch Library peer review. She said the Merced Peer Review was held at the Library Commission meeting on March 20, 2008.

Brian Bannon, Chief of Branches, explained the responses to the Peer Review on four key issues: 1) Questions about whether this was the best location for the new addition; 2) Questions about whether the addition has the highest and best uses; 3) Concern about separating the staff functions into two areas; and 4) Concern that the main entry is not readily visible and may create security concerns especially at night.

Public Comment

An anonymous citizen said the graphics in the handouts are too small to read. He said with respect to the Portola Branch, he questioned whether that was 94% complete based on the photographs shown. He said with respect to Bernal Heights the sidewalk does show improvement since he mentioned it at the last meeting. He said the Merced Peer Review response did not give a complete response on the concerns brought up about the entryway.

Peter Warfield said the Bond Program Manager's oral report gave information on the approved changes and percentages complete, but that was not specifically included in the handouts. He said it would be useful to have that information on the handouts. He said thank you for having the nice floor plan, but the area of the addition could have been shown better on the plan. He said he was not sure the issues about the entry were adequately addressed.

Commission Discussion

Commissioner Kane asked about the Richmond Branch and said he thought it was ahead of schedule last month and now it shows that it is on schedule. He said he saw very few changes to the Merced Branch so he was wondering if the community is happy about the design.

Lena Chen said we have very conservative estimates on the schedules.

Brian Bannon, Chief of Branches, said there was a community meeting shortly before the Merced Peer Review. He said the feedback we got at all the community meetings on the Merced Branch was very favorable.

Luis Herrera, City Librarian said there was only one community member who was critical of the expansion in the front of the building.

Commissioner Kane asked about the issue about the workforce at the Ingleside Branch.

Luis Herrera, City Librarian said that we are working with CityBuild on the issue of hiring local workers. He said one of the issues was the restrictions on the age of the workers.

AGENDA ITEM NO. 6. ADJOURNMENT

MOTION: by Commissioner Del Portillo, seconded by Commissioner Munson to adjourn the regular meeting of Thursday, September 18, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Kane and Munson).

The regular meeting of September 18, 2008, of the San Francisco Public Library Commission adjourned at 6:13 pm.

Sue Blackman
Commission Secretary

Please note: These are draft minutes subject to revision by the Public Library Commission. Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733.

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San Francisco Public Library

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of September 18, 2008

(As approved at the Regular Meeting of October 16, 2008)

The San Francisco Public Library Commission held a regular meeting on Thursday, September 18, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:35 pm.

Commissioners present: Chin, Del Portillo, Gomez, Harris, Kane and Munson

Commissioner Lee was excused.

President Gomez acknowledged a very generous gift from the Friends of the San Francisco Public Library in the amount of $750,000 to support programs at the library. The gift was celebrated at a reception prior to the meeting.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said what we hear is that if the Friends and Foundation didn't pay for the chairs in the library, the public would be sitting on the floor. He said the Statue of Liberty, Patrick Henry, and Martin Luther King Jr. did not ask for a free breakfast. He said they all saw a public society with public values. He said an enormous amount of work has been done to reduce the corrosive influence of private money. He said there are conflict of interest laws, financial disclosure laws, and open government sunshine laws to reduce the corrosive effect of private money. He said the influence of private money has a corrosive effect on democracy.

Sue Cauthen, Chair of the Library Citizens Advisory Committee (LCAC) said the LCAC adopted a Resolution on Library Bathroom Access and Maintenance. She distributed the Resolution to the Commission and asked to have it included with the minutes. She said one of the LCAC members had an issue with the cleanliness of the Chinatown branch and at the Main Library so they are asking that the bathrooms are open, clean and in good working order. They also recommended that a periodic restroom

maintenance schedule be adhered to for all bathrooms in the system. She distributed a letter from the Coalition for San Francisco Neighborhoods about the North Beach Library and said they were concerned with the environmental issues.

Donna Bero, Friends of the Library, said for the last several years Friends has created a track record of wonderful collaboration and openness with the Library, the Commission, and the community through their donors. She said this year Friends will be contributing nearly $4 million to the Library including the $750,000 presented at the reception today for programs. She said there will also be $2,325,000 for capital support, more than $850,000 for in kind volunteer support, and direct donations of materials to the library. She said over the last ten years they have donated nearly $20 million. She said they just found out yesterday that the Koret Foundation has awarded $1 million to the Neighborhood Library Campaign.

Peter Warfield said there are times when credit is taken for donations that are intended to help the library and the Friends act as a pass through mechanism so that shouldn't obscure the fact that the money is given with the intention of helping the library. He said unnoted since July is something that happened at the Board of Supervisors when they approved the fees the library is authorized to charge to patrons. He said these fees got 4 votes in opposition. He said these fees included the authorization to allow the library to charge $115 for a book that is lost via the Link+ system. He said it is up to the owning library of whether they will accept a lesser fee or replacement of the item. He said that is an unfortunate situation.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES OF AUGUST 21, 2008

Public Comment

An anonymous citizen said there were at least two areas where crucial discussions were represented accurately. He said the items he passed out to the Commission were reflected in the minutes, but were not attached to the Minutes. He said on page 9 the minutes reflect a discussion about the Civil Grand Jury report. He said the City Librarian said no one from the library had been contacted. He said he gave the City Librarian a copy of the law relating to the Civil Grand Jury investigation. He gave a definition of hornswoggled.

Peter Warfield said he thought they had put to rest the issue of the spelling of hornswoggled. He said he is less pleased with these minutes than previous ones. He said his comments on pages 1 and 2 did not represent what he said. On page 2 he said the anonymous citizen gave a definition of the word hornswoggled. He said it meant the Commission had been

deceived and that was not reflected in the minutes. He said the Library Citizens Advisory Committee (LCAC) had passed a resolution which summarized what the City Librarian and Deputy City Librarian had told the LCAC and that had turned out to be not true.

Commissioner Chin left the meeting.

MOTION: by Commissioner Munson, seconded by Commissioner Del Portillo, to approve the minutes of August 21, 2008 with a correction to the motion on page 2 approving the minutes of July 17 to read "with a correction to the spelling of the word horns woggled or hornswoggled (deceived)" on page 1.

AYES: 5-0 (Del Portillo, Gomez, Harris, Kane, and Munson)

Commissioner Chin returned to the meeting.

AGENDA ITEM NO. 3. LEASE REVENUE BONDS TO FINANCE REMAINING BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) PROJECTS

Luis Herrera, City Librarian, said the library staff, the Budget Manager, the BLIP team, and the City Attorney's Office have worked closely to develop the memorandum dated September 18, 2008. He said the memorandum outlines the history and process of the sale of lease revenue bonds including: debt authority under Proposition D (November 2007); Proposed Lease Revenue Bond Sales; and the Lease Revenue Bonds Process.

Maureen Singleton, Budget Manager, said the library is proposing issuing revenue bonds to complete the BLIP projects. She explained the authority to issue those bonds under Proposition D approved on November 6, 2007. She explained the process for the sale of lease revenue bonds. She said the library is proposing two sales of lease revenue bonds to complete six projects: Anza, Golden Gate Valley, Bayview, Merced, Ortega and North Beach. She said the first sale in January 2009 would be for construction, design and program costs. She said a second sale in the summer of 2009 would be for construction and program costs. She said the first sale would be approximately $34 million, consisting of approximately $30.6 million for program and $3.3 million for bond issuance and related costs. She said it is based on a 25-year repayment term and an estimated 6.5% interest rate. She explained the lease revenue bond debt service payment and projected revenue growth over FY 07. She explained the tentative schedule for the sale of the bonds. She said the next step is to come back to the Commission on October 2, 2008 for approval of the sale.

Public Comment

An anonymous citizen said this is a proposal which takes a great deal of study. He said the original memo did not give any revenue projections so he was grateful the presentation did include those. He said the City Charter forbids revenue bonds with exceptions. He said Proposition D approved by the voters was alleged to be within those exceptions. He said offering the Main Library as collateral is not quite what the people were told. He said the issuing costs themselves are a concern.

Peter Warfield said it is easy to make jokes on how words are spelled but the meaning of the discussion was about deception. He said unfortunately this bond sale presents some new aspects to the bond program that were never mentioned at the time Proposition D was discussed or passed. He said it was never said that the Main Library would be used as collateral for loans 25 years in length. He said he has strong problems with the Main Library being the guarantor of loans that are supposed to be for the purpose of renovating or rebuilding branch libraries. He said the cost is huge. He said the structure is enormously expensive compared to pay as you go or some other form of payment. He said the fees and costs need to be looked at closely. He said operating costs could be impacted.

Commission Discussion

Commissioner Kane asked about the lease structure and the purpose of the collateral.

Nadia Sesay, Director of the Office of Public Finance, said under the lease structure under State law you are required to have an asset of security for the debt. She said they are continuing to observe the market rates. She said the estimate is highly conservative for interest rates.

Luis Herrera, City Librarian, responded to a question from Commissioner Kane and said the construction costs for Bayview and North Beach would be part of the proposed second sale. He said the first sale includes design costs. He said there is a requirement on using the Main Library as collateral that the building would remain a library and in case of default the City would pick up the loan.

Commissioner Chin asked how often this process is done.

Nadia Sesay, Director of the Office of Public Finance, said the City has done this for a lot of different projects. She said by having the Main Library as security it does lower the interest rate over time. She said it is done all over the country.

Commissioner Chin asked about the Golden Gate Valley branch.

Luis Herrera, City Librarian, said they are aware that this is one of the most expensive renovation projects. He said there is a lot of excavation required for the seismic strengthening and it is a historic building and we need to keep the architectural integrity of the building.

Commissioner Munson said this may seem like an unusual tool, but it is used frequently. He said you are dealing with a cash flow stream and an asset, so it is like a guarantee.

AGENDA ITEM NO. 4 BRANCH LIBRARY IMPROVEMENT PROGRAM SCHEDULE CHANGES

Luis Herrera, City Librarian, referred to a memo to the Commission and said in March, 2007 the Library Commission adopted revised schedules for the remainder of the BLIP projects. He said the projects have been broken up into three groups. Group I includes projects that are progressing with design or construction and on time and include Anza, Merced and Richmond. He said Group II includes projects which are in construction with schedule delays and include Bernal Heights, Eureka Valley, Ingleside, Portola and Potrero. He said Group III includes projects with schedule changes for projects in design and include Bayview, Golden Gate Valley, North Beach, Ortega, Park, Parkside, Presidio and Visitacion Valley.

Public Comment

An anonymous citizen said this is a management tool that shows the last adopted schedule with forecast schedule and asks the Commission to approve the forecast schedule. He said he is grateful that this has been brought to the Commission and said it is too bad we don't have this for all the previous changes to the schedule. He said it highlights some issues the Commission should be asking about. He said the delay in the Park branch should bring up a red flag.

Peter Warfield said thank you to the Commissioners and the members of the public for pushing for this. He said additional details would be useful. He said under Group II, Potrero does have a cost impact and it does not have that cost included. He said Group III will also have cost impacts but that they are being evaluated and will be presented to the Commission as soon as they are available. He said not seeing the related cost is unfortunate. He said the role of the Commission is as a policy setting body and to provide direction. He said Ortega and Visitacion Valley have a reference to the delay being in part for re-design to LEED standards. He said he has asked before and has not received an answer on what the Library's policy is on

LEED standards.

Commission Discussion

Commissioner Kane said going forward this will be very helpful for the Commission to see where we are. He had questions about changes to the schedule and costs for construction delays.

Lena Chen, Bond Program Manager, said an 8% annual escalation is being used for delays in construction costs.

Commissioner Kane said some of the projects have sizable delays.

Luis Herrera, City Librarian, said there are some process issues causing some of the delays.

Lena Chen, Bond Program Manager said both the Park and Presidio branches were awarded to a joint partnership and that has caused some delays.

Brian Bannon, Chief of Branches said it was the first time these architects have worked together and they are part of a new pool of architects that have been selected.

Commissioner Kane said an eight month delay is unacceptable.

Luis Herrera, City Librarian, said the actual costs will be brought back to the Commission for action as early as October.

Commissioner Munson asked if the preliminary budgets before the Commission include the costs for the delays in the projects.

Luis Herrera responded to Commissioner Munson that the preliminary budgets do include the costs for the delays.

MOTION: by Commissioner Del Portillo, seconded by Commissioner Chin to approve the September 2008 forecast schedule.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Kane, and Munson)

AGENDA ITEM NO. 5 BOND PROGRAM MANAGER'S REPORT

Lena Chen, Bond Program Manager, said along with the regular reports there would be a special report on the Merced Branch Peer Review Response. She said as of 4/17/08 the approved budget was $147,362,986. She said budget changes will be brought to the Commission

next month for approval to reflect the changes to the schedule approved by the Commission. She said the schedule report is a summary level report that is broken down by project in alphabetical order and is available at the back of the room. She said the schedule has been updated this month for the 16 active projects. She said each project has the original schedule, the last approved schedule and the forecasted schedule. She gave the status of the program and said that 6 property acquisitions are complete; 8 projects are complete and open; 6 projects are in construction and 10 branches are in planning and design. She showed photographs and gave reports on the following projects in construction: Richmond, Portola, Ingleside, Bernal Heights, Eureka Valley, and Potrero. She gave updates on projects in design including Parkside, Visitacion Valley, Anza, Ortega. Merced and Bayview. She said other active projects are Park, Presidio, and Golden Gate Valley. She said the Commission adopted a Resolution recommending the triangle site for the North Beach Branch Library and the Recreation and Park Commission will be discussion a similar resolution at their meeting today. She gave a summary of public outreach. She said the special report this month is the design review response to the Merced Branch Library peer review. She said the Merced Peer Review was held at the Library Commission meeting on March 20, 2008.

Brian Bannon, Chief of Branches, explained the responses to the Peer Review on four key issues: 1) Questions about whether this was the best location for the new addition; 2) Questions about whether the addition has the highest and best uses; 3) Concern about separating the staff functions into two areas; and 4) Concern that the main entry is not readily visible and may create security concerns especially at night.

Public Comment

An anonymous citizen said the graphics in the handouts are too small to read. He said with respect to the Portola Branch, he questioned whether that was 94% complete based on the photographs shown. He said with respect to Bernal Heights the sidewalk does show improvement since he mentioned it at the last meeting. He said the Merced Peer Review response did not give a complete response on the concerns brought up about the entryway.

Peter Warfield said the Bond Program Manager's oral report gave information on the approved changes and percentages complete, but that was not specifically included in the handouts. He said it would be useful to have that information on the handouts. He said thank you for having the nice floor plan, but the area of the addition could have been shown better on the plan. He said he was not sure the issues about the entry were adequately addressed.

Commission Discussion

Commissioner Kane asked about the Richmond Branch and said he thought it was ahead of schedule last month and now it shows that it is on schedule. He said he saw very few changes to the Merced Branch so he was wondering if the community is happy about the design.

Lena Chen said we have very conservative estimates on the schedules.

Brian Bannon, Chief of Branches, said there was a community meeting shortly before the Merced Peer Review. He said the feedback we got at all the community meetings on the Merced Branch was very favorable.

Luis Herrera, City Librarian said there was only one community member who was critical of the expansion in the front of the building.

Commissioner Kane asked about the issue about the workforce at the Ingleside Branch.

Luis Herrera, City Librarian said that we are working with CityBuild on the issue of hiring local workers. He said one of the issues was the restrictions on the age of the workers.

AGENDA ITEM NO. 6. ADJOURNMENT

MOTION: by Commissioner Del Portillo, seconded by Commissioner Munson to adjourn the regular meeting of Thursday, September 18, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Kane and Munson).

The regular meeting of September 18, 2008, of the San Francisco Public Library Commission adjourned at 6:13 pm.

Sue Blackman
Commission Secretary

Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733.

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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SAN FRANCISCO
PUBLIC LIBRARY

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: **Thursday, October 2, 2008**
TIME: **4:30 PM**
PLACE: **Koret Auditorium, Main Library, lower level**

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES ACTION
Presentation, discussion and possible action to approve the minutes of the regular meeting of September 4, 2008.
Explanatory document: draft minutes.

3. LEASE REVENUE BONDS TO FINANCE REMAINING BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) PROJECTS ACTION
(Discussion and possible action to adopt Resolution requesting the Board of Supervisors to authorize the issuance and sale of revenue bonds to finance remaining BLIP projects).
Explanatory documents: Commission Resolution; Memorandum to Commission from City Librarian dated September 29, 2008

4. CITY LIBRARIAN'S REPORT by Luis Herrera DISCUSSION
(This item is to allow the City Librarian to report on recent Library activities and make announcements). The City Librarian will give updates on the following topics: State Library Budget; Library Materials Selection Overview: Mayor's Civic Center Sustainable Resource District; City Guides and Project Read anniversary celebration; and highlights on exhibitions and programs.

5. FRIENDS OF THE LIBRARY REPORT DISCUSSION
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

6. FOCUS ON: HORMEL CENTER **DISCUSSION**
(Presentation and discussion of the Hormel Center at the Main Library)
Explanatory documents: Hormel Center Presentation.

7. LABOR UNION REPORT **DISCUSSION**
(This item is to allow representatives of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

8. 2009 LIBRARY COMMISSION MEETING SCHEDULE **ACTION**
(Discussion and possible action to approve the 2009 Library Commission meeting calendar)
Explanatory document: 2009 Library Commission Meeting Schedule

9. ADJOURNMENT (requires motion and public comment) **ACTION**

Sue Blackman, Library Commission Secretary, 9/29/08

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org/librarylocations/libcomm/2008agendas.htm. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

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Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Sue Blackman, Commission Secretary 03/29/07

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SAN FRANCISCO
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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of October 2, 2008

The San Francisco Public Library Commission held a regular meeting on Thursday, October 2, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:32 pm.

Commissioners present: Del Portillo, Harris, Lee and Munson.

President Gomez and Commissioner Chin arrived at 4:41 pm.

Commissioner Kane was excused.

Vice-President Munson announced that Item No. 8 2009 Library Commission Meeting Schedule would be trailed to the next meeting.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said the controversy over the word "hornswoggle" is the most important controversy the Commission will face. He said there is a reason why hornswoggled means hoax or fraud. He said it is a trick to see if some tinhorn knows what the term swoggled means. He said Commissioner Munson asked that the word be changed but a fraud was placed on top of the original fraud and the word was not corrected. When Mr. Munson started to complain the President of the Commission cut him off. He said this is emblematic of everything the Commission faces. He said this is the way the Commission is trained to accept the denial of the truth.

Peter Warfield said the discussion about a word is indeed an opportunity to illuminate how things sometimes work around here. He said this began when he made a comment about the fact that the Commission had probably been hornswoggled by the Library Administration because the legislation the Library Commission sent to the Board of Supervisors had differed from what the Commission had approved. The larger issue is that the Library Administration brought the Commission material for discussion and approval and that wording was to be presented to the Board of Supervisors and that legislation changed in ways that did follow what the Commission had approved.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES OF SEPTEMBER 4, 2008

Public Comment

An anonymous citizen said these minutes in some respects are not too bad. He read the comments attributed to him on page one and said that is pretty much what he said. He said his comments on the North Beach issue did not include a number of details about the history of the North Beach branch before the current City Librarian came on board. He said a deal had been made with Ortega so that there would be advantages to the Ortega branch in return for sacrifices in North Beach. He said the pressure was so extreme that other locations were looked at. He said those details should have been included.

Peter Warfield said in general these are good minutes. He said there is one portion that needs correction. He said his comment about an article that appeared in Scientific American relates to an issue that reached this Commission prior to the time that most of the current Commissioners were on the Commission. He said that issue is the Radio Frequency Identification (RFID) issue. He said in 2003-05 the Library was pushing to adopt RFID at this library. He said it was through the vigorous efforts of Library User Advocates, the American Civil Liberties Union (ACLU), Electronic Frontier Foundation (EFF) and several other organizations that this implementation was stopped. He said for two years the Commission voted unanimously to approve RFID. He said this had to go to the Board of Supervisors to get the issue turned down. He said he would like to ask the Commission to make a correction to the minutes to the middle of the top paragraph on page 2 to change it from "highly privacy threatened technology" to "highly privacy threatening technology." He said he was sure he mentioned the ACLU and the EFF and other serious groups and said that should be included in the minutes.

Sue Blackman, Commission Secretary, responded to Commissioner Munson that the minutes are a summary of what is said not a verbatim account.

MOTION: by Commissioner Lee, seconded by Commissioner Chin, to approve the minutes of September 4, 2008.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Lee and Munson)

AGENDA ITEM NO. 3. LEASE REVENUE BONDS TO FINANCE REMAINING BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) PROJECTS

Luis Herrera reviewed a memorandum to the Commission and said staff is recommending that the Commission approve a resolution determining to utilize a lease financing transaction involving the issuance and sale of lease revenue bonds to finance a portion of the Branch Library Improvement Program and associated financing costs; and requesting the

Mayor to recommend and the Board of Supervisors authorize such lease financing transaction and related actions. He said the issue was discussed by the Commission at the September 18, 2008 Library Commission meeting. He said the requested authorization of not-to-exceed $36,000,000 in principal amount is $2,045,000 or 6.0% more than the expected sale amount of $33,955,000 to allow for fluctuations in market conditions from the date that the Library Commission requests the Board of Supervisors to issue the Bonds to the date of the proposed sale of the Bonds. He said a summary of the estimates is attached to the memorandum.

Public Comment

An anonymous citizen said it would have been nice to hear from the Bond Counsel prior to taking public comment. He said there were some questions at the last meeting about the effect of state law on how this bond issuance is being handled. He said he would like to hear the response on this. He said it appears that $2 million has been added to allow for fluctuations in market condition. He said there have been dramatic changes in market conditions and there is stress on municipal bond issues across the country. He said what if bond conditions are abnormal and the set aside amounts go down. He said it underlines the point of how rich do you want to be when everyone else is poor.

Peter Warfield said within the last few weeks the President has commented on the serious difficulties our country is facing. He said there are concerns about credit all over. He said he is concerned that the bond repayments could conceivably cut into the base period budget that the library has had and which the legislation was designed to protect. He said only increases in the library budget could be used for bond repayment. He said if there is a drop in the library's income, there would be an impact on the library's operating funding. He said this is a 25 year bond, which obligates the library to pay this $2.7 million per year regardless of what happens with the library's income. He said he would urge the Commission to make some kind of effort to assure that library operations funding will not be affected adversely for the next 25 years of paying off this bond.

Donna Bero, Friends of the Library, said there are very clear protections to the library's operating expenses and other expenses under Proposition D. She said that the concept for this was developed in concert with the Mayor's Budget Office, Board of Supervisors, the City Administrator and the entire team of City Department heads who developed the City's 10-year capital plan and the importance of the library branch improvement program. She said the revenue bonds undergo vigorous scrutiny and oversight. She said this is an appropriate solution to the Branch Library Improvement Program.

Commission Discussion

Commissioner Munson said these are turbulent economic times and these are times when people are concerned. He said there are needs for rescue techniques. He said this will all unfold over the next several weeks and we are not planning to sell any bonds until December. He said the Board of Supervisors and the financial people have an opportunity to take a good look at where we are at that time.

Ron Lee said he is a private practice attorney assisting the City with this issue. He said he agrees with Commissioner Munson's statements and the flexibility that the library has in moving forward with this bond sale. He said if market conditions are not favorable to the City at the time of the sale and if the City feels it can wait to go into the market, it will have the ability to do so. He said the municipal bond market has been somewhat turbulent for about a year. He said being able to borrow money at a true interest cost of 6 or 6 ½ percent is a pretty good deal, but that is up to policy makers to decide.

Commissioner Lee said we have a 12% cap and he wondered whether 6.3% was reasonable.

Ron Lee said market rates fluctuate daily and 6.3% is not a guaranteed rate. He said the Board of Supervisors make a practice of putting in the legal maximum rate of 12% as the outside boundary. He said under Proposition D the intent is that the Library Commission would request the Board of Supervisors to issue the bonds.

Luis Herrera, City Librarian, said staff will keep the Commission apprised of the timeline of the issuance of the bonds.

Commissioner Munson said this is like a baseball game and we have to approve this to get in the game and get things moving.

Motion: By Commissioner Harris, seconded by Commissioner Munson to approve the Resolution determining to utilize a lease financing transaction involving the issuance and sale of lease revenue bonds to finance a portion of the Branch Library Improvement Program and associated financing costs; and requesting the Mayor to recommend and the Board of Supervisors to authorize such lease financing transaction and related actions.

Action: Ayes 6-0 (Commissioners Chin, Del Portillo, Gomez, Harris, and Munson).

AGENDA ITEM NO. 4 CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian said there has been a lot of discussion about the impact of the State budget. He said two sources of revenue for the library have been affected. The Public Library Fund (PLF) had a 10% reduction built into the budget approved by the Commission, however, there was an additional 5% reduction, so there was a reduction of about $46,000 bringing the total to about $264,000 from last year's total of

about $310,000. He said they had been concerned about the potential elimination of the California Literacy Program. He said that elimination did not occur and the library will still be receiving about $75,000 with a reduction of about $3,700 from last year. He said the vast amount of funding for that program comes from the City's General Fund.

Marcia Schneider, Chief of Communications, Collections & Adult Services, said there was a presentation last March on the Collection Development Plan and said many people were involved in the development of that plan but Laura Lent, Collection Development Manager was the person responsible for putting it all together.

Laura Lent, Collection Development Manager, said the Collection Development Plan policy statement was approved by the Commission last spring. She said the Plan is an excellent overview of collection development at the library. She said today's presentation is a more nuts and bolts description on how the staff selects adult materials. She said SFPL is the envy of many other library systems. She said the book and material budget has more than doubled since the year 2000. She said this year's budget is over $10 million. She explained the key factors used in assessing collection priorities. She said overall circulation is also used. She said public and staff surveys are used. She said format changes affect the budget and she listed the major budget categories. She explained some of the key selection criteria. She introduced several staff members in attendance including Jason Honig, Kathy Hunsicker, Trent Garcia, and Sherry Wang and she gave recognition to Jo Trotter who could not attend the meeting. She said there are various committees contributing to the collection selection process. She said they try to find the right balance. She explained the NextReads opt-in page for notifications by interest.

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Luis Herrera, City Librarian, said the letter to the Civil Grand Jury incorporated the comments made by the Commission.

Commissioner Chin said she wanted to commend staff on all their hard work and specifically on One City One Book. She said the kids at her school are knitting hats for kids in Afghanistan and will be showing them at the library.

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Donna Bero, Friends of the Library, said congratulations to CityGuides and Project Read on their anniversaries and exceptional work. She said the purpose of the Banned Books event was to share titillating and provocative works that are available at the library and to bring attention to the possibility that their protection could erode at any time. She said it was an important and moving event. She thanked President Gomez for participating and the library for holding the event.

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Commission Discussion

Commissioner Munson suggested that the Commission trail Item No. 6 (Focus on Hormel Center) and Item No. 7 (Labor Union Report) and adjourn the meeting early because of a possible loss of quorum due to the Vice-Presidential debate.

ITEM NO. 8. ADJOURNMENT

MOTION: by Commissioner Munson, seconded by Commissioner Chin, to trail Items 6 and 7 and to adjourn the regular meeting of Thursday, September 4, 2008.

Public Comment

Peter Warfield said the motion was a sensible one and he would support adjournment.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Lee and Munson).

The regular meeting of October 2, 2008, of the San Francisco Public Library Commission adjourned at 6:11 pm.

Please note: These are draft minutes subject to revision by the Public Library Commission. Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733

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San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT.

NOV 17 2008

SAN FRANCISCO
PUBLIC LIBRARY

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of October 2, 2008

(As amended and approved at the Regular Meeting of November 6, 2008)

The San Francisco Public Library Commission held a regular meeting on Thursday, October 2, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:32 pm.

Commissioners present: Del Portillo, Harris, Lee and Munson.

President Gomez and Commissioner Chin arrived at 4:41 pm.

Commissioner Kane was excused.

Vice-President Munson announced that Item No. 8 2009 Library Commission Meeting Schedule would be trailed to the next meeting.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said the controversy over the word "hornswoggle" is the most important controversy the Commission will face. He said there is a reason why hornswoggled means hoax or fraud. He said it is a trick to see if some tinhorn knows what the term swoggled means. He said Commissioner Munson asked that the word be changed but a fraud was placed on top of the original fraud and the word was not corrected. When Mr. Munson started to complain the President of the Commission cut him off. The anonymous citizen said this is emblematic of everything the Commission faces and he said this is the way the Commission is trained to accept the denial of the truth.

Peter Warfield said the discussion about a word is indeed an opportunity to illuminate how things sometimes work around here. He said this began when he made a comment about the fact that the Commission had probably been hornswoggled by the Library Administration because the legislation the Library Commission sent to the Board of Supervisors had differed from what the Commission had approved. The larger issue is that the Library Administration brought the Commission material for discussion and approval and that wording was to be presented to the Board of Supervisors and that legislation changed in ways that did not follow what the Commission had approved.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES OF SEPTEMBER 4, 2008

Public Comment

An anonymous citizen said these minutes in some respects are not too bad. He read the comments attributed to him on page one and said that is pretty much what he said. He said his comments on the North Beach issue did not include a number of details about the history of the North Beach branch before the current City Librarian came on board. He said a deal had been made with Ortega so that there would be advantages to the Ortega branch in return for sacrifices in North Beach. He said the pressure was so extreme that other locations were looked at. He said those details should have been included.

Peter Warfield said in general these are good minutes. He said there is one portion that needs correction. He said his comment about an article that appeared in Scientific American relates to an issue that reached this Commission prior to the time that most of the current Commissioners were on the Commission. He said that issue is the Radio Frequency Identification (RFID) issue. He said in 2003-05 the Library was pushing to adopt RFID at this library. He said it was through the vigorous efforts of Library User Association, the American Civil Liberties Union (ACLU), Electronic Frontier Foundation (EFF) and several other organizations that this implementation was stopped. He said for two years the Commission voted unanimously to approve RFID. He said this had to go to the Board of Supervisors to get the issue turned down. He said he would like to ask the Commission to make a correction to the minutes to the middle of the top paragraph on page 2 to change it from "highly privacy threatened technology" to "highly privacy threatening technology." He said he was sure he mentioned the ACLU and the EFF and other serious groups and said that should be included in the minutes.

Sue Blackman, Commission Secretary, responded to Commissioner Munson that the minutes are a summary of what is said not a verbatim account.

MOTION: by Commissioner Lee, seconded by Commissioner Chin, to approve the minutes of September 4, 2008.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Lee and Munson)

AGENDA ITEM NO. 3. LEASE REVENUE BONDS TO FINANCE REMAINING BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) PROJECTS

Luis Herrera reviewed a memorandum to the Commission and said staff is recommending that the Commission approve a resolution determining to utilize a lease financing transaction involving the issuance and sale of lease revenue bonds to finance a portion of the Branch Library

Improvement Program and associated financing costs; and requesting the Mayor to recommend and the Board of Supervisors authorize such lease financing transaction and related actions. He said the issue was discussed by the Commission at the September 18, 2008 Library Commission meeting. He said the requested authorization of not-to-exceed $36,000,000 in principal amount is $2,045,000 or 6.0% more than the expected sale amount of $33,955,000 to allow for fluctuations in market conditions from the date that the Library Commission requests the Board of Supervisors to issue the Bonds to the date of the proposed sale of the Bonds. He said a summary of the estimates is attached to the memorandum.

Public Comment

An anonymous citizen said it would have been nice to hear from the Bond Counsel prior to taking public comment. He said there were some questions at the last meeting about the effect of state law on how this bond issuance is being handled. He said he would like to hear the response on this. He said it appears that $2 million has been added to allow for fluctuations in market condition. He said there have been dramatic changes in market conditions and there is stress on municipal bond issues across the country. He said what if bond conditions are abnormal and the set aside amounts go down. He said it underlines the point of how rich do you want to be when everyone else is poor.

Peter Warfield said within the last few weeks the President has commented on the serious difficulties our country is facing. He said there are concerns about credit all over. He said he is concerned that the bond repayments could conceivably cut into the base period budget that the library has had and which the legislation was designed to protect. He said only increases in the library budget could be used for bond repayment. He said if there is a drop in the library's income, there would be an impact on the library's operating funding. He said this is a 25 year bond, which obligates the library to pay this $2.7 million per year regardless of what happens with the library's income. He said he would urge the Commission to make some kind of effort to assure that library operations funding will not be affected adversely for the next 25 years of paying off this bond.

Donna Bero, Friends of the Library, said there are very clear protections to the library's operating expenses and other expenses under Proposition D. She said that the concept for this was developed in concert with the Mayor's Budget Office, Board of Supervisors, the City Administrator and the entire team of City Department heads who developed the City's 10-year capital plan and the importance of the library branch improvement program. She said the revenue bonds undergo vigorous scrutiny and oversight. She said this is an appropriate solution to the Branch Library Improvement Program.

Commission Discussion

Commissioner Munson said these are turbulent economic times and these are times when people are concerned. He said there are needs for rescue techniques. He said this will all unfold over the next several weeks and we are not planning to sell any bonds until December. He said the Board of Supervisors and the financial people have an opportunity to take a good look at where we are at that time.

Ron Lee said he is a private practice attorney assisting the City with this issue. He said he agrees with Commissioner Munson's statements and the flexibility that the library has in moving forward with this bond sale. He said if market conditions are not favorable to the City at the time of the sale and if the City feels it can wait to go into the market, it will have the ability to do so. He said the municipal bond market has been somewhat turbulent for about a year. He said being able to borrow money at a true interest cost of 6 or 6 ½ percent is a pretty good deal, but that is up to policy makers to decide.

Commissioner Lee said we have a 12% cap and he wondered whether 6.3% was reasonable.

Ron Lee said market rates fluctuate daily and 6.3% is not a guaranteed rate. He said the Board of Supervisors make a practice of putting in the legal maximum rate of 12% as the outside boundary. He said under Proposition D the intent is that the Library Commission would request the Board of Supervisors to issue the bonds.

Luis Herrera, City Librarian, said staff will keep the Commission apprised of the timeline of the issuance of the bonds.

Commissioner Munson said this is like a baseball game and we have to approve this to get in the game and get things moving.

Motion: By Commissioner Harris, seconded by Commissioner Munson to approve the Resolution determining to utilize a lease financing transaction involving the issuance and sale of lease revenue bonds to finance a portion of the Branch Library Improvement Program and associated financing costs; and requesting the Mayor to recommend and the Board of Supervisors to authorize such lease financing transaction and related actions.

Action: Ayes 6-0 (Commissioners Chin, Del Portillo, Gomez, Harris, Lee and Munson).

AGENDA ITEM NO. 4 CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian said there has been a lot of discussion about the impact of the State budget. He said two sources of revenue for the library have been affected. The Public Library Fund (PLF) had a 10% reduction built into the budget approved by the Commission, however, there was an additional 5% reduction, so there was a reduction of about $46,000 bringing the total to about $264,000 from last year's total of

about $310,000. He said they had been concerned about the potential elimination of the California Literacy Program. He said that elimination did not occur and the library will still be receiving about $75,000 with a reduction of about $3,700 from last year. He said the vast amount of funding for that program comes from the City's General Fund.

Marcia Schneider, Chief of Communications, Collections & Adult Services, said there was a presentation last March on the Collection Development Plan and said many people were involved in the development of that plan but Laura Lent, Collection Development Manager was the person responsible for putting it all together.

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ITEM NO. 8. ADJOURNMENT

MOTION: by Commissioner Munson, seconded by Commissioner Chin, to trail Items 6 and 7 and to adjourn the regular meeting of Thursday, September 4, 2008.

Public Comment

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AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Lee and Munson).

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SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233. Fax 415.557.4240

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NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: **Thursday, October 16, 2008**
TIME: **4:30 PM**
PLACE: **Koret Auditorium, Main Library, lower level**

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF MINUTES SEPTEMBER 18, 2008 **ACTION**
(Presentation, discussion and possible action to approve the minutes of the regular meeting of September 18, 2008.)
Explanatory document: draft minutes.

3. 2009 LIBRARY COMMISSION MEETING SCHEDULE **ACTION**
(Discussion and possible action to approve the 2009 Library Commission meeting calendar)
Explanatory document: 2009 Library Commission Meeting Schedule

4. BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) BUDGET TRANSFER **ACTION**
(Presentation, discussion and possible action to approve the transfer of funds from the Library Preservation Fund (LPF) 2008/09 budget to the BLIP budget for the ten remaining BLIP projects.)
Explanatory document: City Librarian Memo to Commission dated 10/10/08.

5. BOND PROGRAM MANAGER'S REPORT **DISCUSSION**
(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)
This report will consist of an *informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*:

Explanatory documents: Current Budget Report; Library Commission Schedule Report; Recreation and Park Commission Resolution regarding North Beach Library/Joe DiMaggio Playground and Master Plan; and letter announcing Governor's Historic Preservation Award for 2008 for the Noe Valley Library Rehabilitation.

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

6. **ADJOURNMENT** (requires motion & public comment) **ACTION**

Sue Blackman Library Commission Secretary, 10/10/2008

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/.

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site sfgov.org/ethics.

Sue Blackman, Commission Secretary 03/29/07

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of October 16, 2008

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

The San Francisco Public Library Commission held a regular meeting on Thursday, October 16, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:38 pm.

Commissioners present: Chin, Gomez, Harris, Lee and Munson

Commissioner Kane arrived at 4:43 pm.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said he has been developing two themes on the barriers of communications from two perspectives. He said he has described the wall of lies surrounding Mr. Garza that is justified by saying the wall of lies is only for certain people. He said the other theme is that when you send a message to the administration that every problem can be solved by making up lies and ridiculing the opposition you are sending up a powerful message. He asked "have you noticed you don't do the required annual review; that you have no review of your responsibilities under the Furhman Fund; that your amendment to the Fees and Fines amendment was ignored; that you were bypassed in the Civil Grand Jury response and that the Board of Supervisors was told you had approved changes to the Library's website; and that you reviewed the Encore program two months after it was implemented? He said the Commission does not have any say in these issues because the would rather not know the truth than take the chance of being embarrassed by open discussion.

Sue Cauthen, Chair of the Library Citizens Advisory Committee (LCAC) said the LCAC passed a motion about the North Beach library planning process at its meeting last night. She said the motion has to do with the process that was used to make the determination regarding the location and design of the North Beach Library. She said the LCAC objects to the process which was apparently decided by a "Core Group" to strategize for the three public community meetings. She said the Core Group excluded neighborhood participation, except for a representative from Friends of Joe DiMaggio Playground. She said the LCAC conclusion was that the insider strategy meetings, which consisted of City officials, the architect and the representative of the Playground was not balanced. She said the

LCAC is recommending that if there are any Core Groups in the future that at a minimum, a Board of Supervisors-appointed LCAC member be included.

Peter Warfield said he is a member of the LCAC and he read in full the motion from the LCAC, which is attached to these minutes. He said on a personal note it is unfortunate that in many cases the library manages to one way or another exclude folks who have legitimate things to contribute in a variety of ways. He said recently the Commission passed a request to the Supervisors for approval of the issuance of a bond. He said there was a discussion about what it going on with the economy and he said unfortunately that has continued. He said he is concerned with respect to the issuance of any bonds that the Commission authorized as much as double what it hoped to get in the way of interest. He said there was not an explicit statement about the cost difference between the 6% and 12% interest rates.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES OF SEPTEMBER 18, 2008

Public Comment

An anonymous citizen said under public comment on page one he had said that Commissioner Harris had replaced the traditional "the public sitting on the floor" with "thank you for the free breakfast". He said he as the anonymous citizen then described how it was crucial to our democracy to not have the corrosive effects of private money. He said he went on to give an example. He said none of that meaning was transcribed in the minutes. He said under Sue Cauthen's comments she asked that a Resolution be included in the minutes and of course he said they are not included. He said other comments that Sue Cauthen made were also not included in the minutes.

Peter Warfield said these minutes are a mess regarding public comment. He said on page two under his comments it reads "He said these fees included the authorization to allow the library to charge $115 for a book that is lost via the Link+ system." He said obviously no one has lost a book via the Link+ system; it is that the legislation and the fees authorize a $115 fee for a book if it was obtained via the Link+ system.

MOTION: by Commissioner Chin, seconded by Commissioner Munson, to approve the minutes of September 18, 2008.

AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and Munson)

AGENDA ITEM NO. 3. 2009 LIBRARY COMMISSION MEETING SCHEDULE

Public Comment

An anonymous citizen said in the past there has been a proposal and some sort of staff report prior to public comment on the meeting schedule. He said it appears there are 20 meetings proposed for next year and in prior years it has been 22 meetings. He said when there were committees there were dozens and dozens of meetings and there was time for the Commission to educate itself about the details on Commission issues. He would like to know why meetings are not scheduled to begin at 5:00 or 5:30 pm.

Peter Warfield said it would be appropriate to present what is under discussion prior to calling for public comment. He said the schedule shows one meeting for January, July, August and December and two meetings the other months. He said in the past the Library Commission has had a later starting time than 4:30 pm. He said he would propose that the Commission start at 7:00 pm or at the earliest 5:30 pm.

Commission Discussion

Sue Blackman, Library Commission Secretary, responded to a question from President Gomez and said there was only one meeting scheduled for January, 2009, because the first meeting would have been New Years' Day. She said there is only one meeting in July and August to accommodate vacation schedules and one meeting in December because of the holidays.

MOTION: by Commissioner Lee, seconded by Commissioner Munson, to approve the 2009 Library Commission meeting schedule as proposed.

AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and Munson)

AGENDA ITEM NO. 4. BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) BUDGET TRANSFER

Luis Herrera, City Librarian, said the action before the Commission is the recommended approval of the transfer of funds approved in the 2008/09 Library Preservation Fund (LPF) budget into the Branch Library Improvement Program. He said the October 10, 2008 memo to the Commission outlines these budget changes.

Jill Bourne, Deputy City Librarian, said the spreadsheet on the memo outlines the allocation of funding to address forecasted funding issues for the Anza, Merced, Ortega, Bayview, Golden Gate Valley, North Beach, Park, Parkside, Presidio and Visitacion Valley branches.

Luis Herrera, City Librarian said the total transfer amount is $3,747,210 for the branches as described in the memo. He said on February 2, 2008 the Commission approved the Library's proposed FY 08-09 budget which included an advance of the anticipated Visitacion Valley Developer Impact Fee of $2 million from the LPF. He said they are now asking that

$2 million be transferred from the LPF into the Program Reserve for the BLIP bringing the total BLIP Program Reserve to $5,075,813.

Public Comment

An anonymous citizen said while it is finally legal for the Commission to do this, the question is whether it is wise. He said the explanation about where the money is coming from leaves a lot to be desired. He said this is Library Preservation Fund (LPF) money and that is becoming more and more an ambiguous term. He said if this is for the BLIP and there have been bond increases why aren't we just taking bond money and putting it into the BLIP program. He said this is operating money from the LPF.

Peter Warfield said he has concerns over specificity. He said on the second page of the memo it says that the additional project costs includes a 4% allocation for each project for LEED costs. He said the Commissioners should be very clear on what level of LEED the library is aiming for and how much that will cost for each branch project.

Commission Discussion

Commissioner Kane asked if this transfer was approved in the budget.

Luis Herrera clarified that the Mayor and Board of Supervisors made the budget adjustment for the additional $3.7 million. He said no operating functions would be affected by this transfer.

Jill Bourne, Deputy City Librarian, said the $3.7 million was on top of the original operating budget approved by the Commission. She said the amounts do reflect the amounts discussed at last month's Commission meeting on the total budget costs for each project. She said this is not additional funding.

Commissioner Chin asked about the amount designated for the North Beach Branch.

Jill Bourne said the money designated for the North Beach Branch is for the predesign master planning process and moving forward with design and environmental review. She said the second bond sale would be for construction costs for the North Beach and Bayview branches.

Luis Herrera, City Librarian, said we are looking at LEED Silver status for the branches with LEED certification.

Commissioner Munson said a decision does not need to be made regarding the issuance of the revenue bonds until January.

MOTION: by Commissioner Munson, seconded by Commissioner Chin to approve the transfer of funds as recommended in the Memorandum to the Commission dated October 10, 2008.

AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and Munson)

AGENDA ITEM NO. 5 BOND PROGRAM MANAGER'S REPORT

Lena Chen, Bond Program Manager, said there are no informational or special reports this month. She said the July – September Third quarter 2008 report has been distributed to the Commissioners and is available in the back of the room. She said as of 4/17/08 the approved budget was $147,362,986. She said the November report will show the approved budget changes from today's meeting. She said a sale of lease revenue funds is anticipated in January 2009. She said the schedule report shows the schedule for the 16 active projects. She said the chart shows the approved schedule from September, 2008. She gave the status of the program and said that 6 property acquisitions are complete and 1 is pending for the Bayview Branch; 8 projects are complete and open; 6 projects are in construction and 10 branches are in planning and design. She showed photographs and gave reports on the following projects in construction: Richmond, Portola, Ingleside, Bernal Heights, Eureka Valley, and Potrero. She gave updates on projects in design including Parkside, Visitacion Valley, Anza, Ortega, Merced and Bayview. She said other active projects are Park, Presidio, and Golden Gate Valley. She said both the Library Commission and the Recreation and Park Commission approved a Resolution endorsing 701 Lombard as the preferred site for the North Beach Branch Library. She said the EIR application for the North Beach branch was submitted at the end of September.

Luis Herrera, City Librarian, said one of the explanatory documents is a resolution approved by the Recreation and Park Commission endorsing the triangle at 701 Lombard for the North Beach Branch. He said the Resolution is also available in the back of the room.

Lena Chen, Bond Program Manager gave a summary of public outreach for the BLIP program.

Luis Herrera said that one of the explanatory documents is a letter from the State of California Office of Historic Preservation awarding a Governor's Historic Preservation Award for 2008 for the Noe Valley Library Rehabilitation. He said this is a prestigious award and is the only official preservation award presented by the State to worthy recipients in recognition of outstanding achievements in the field of historic preservation. He said there will be a presentation ceremony in the third week in November.

Public Comment

An anonymous citizen said he noticed that items are going before the Capital Planning Committee and the Arts Commission on the same day. He said there is no mention of LEED Silver certification for the Ortega or Portola branches. He said the handouts are still too small to read. He said now there is a situation where six branches are closed. He said he

hopes the Commission considers whether we are giving the public the hours in the remaining branches that they deserve. He said we should be able to transfer staff and other resources from the closed branches to the remaining branches and give full service.

Peter Warfield said there is information with each of these slides on the percentage complete, number of change orders and other information that we are only getting orally and not on the handouts. He says if it is worth mentioning, especially change orders, it should be worth documenting on a document. He said he would like to see the handouts more legible with less than six slides per page.

Commission Discussion

Jill Bourne, Deputy City Librarian, said the percent completion and change orders are listed in print on the construction schedule for all projects.

Commissioner Kane thanked staff for the report. He asked what the main reason for the change orders are. He asked about additional costs to the Library.

Lena Chen, Bond Program Manager, said the change orders are primarily for unforeseen conditions especially for the renovation projects. She said there is a contingency for these change orders that is already included in the budget.

Luis Herrera, City Librarian, said they have discussions with the BLIP team any time there is a change order. He said some change orders are driven by the client.

Commissioner Lee asked if there is any way to expedite some of these projects that have been delayed. He said he hopes that streamlining the bid documents will help to bring in additional bidders.

Lena Chen said the City is receiving more bids because the economy is down.

Luis Herrera said one of the recommendations in the MOU was to do more proactive outreach to contractors.

Commission Kane asked if there were any other schedule changes and if the budget is reasonable.

Lena Chen said the Commission approved the updated schedules last month and they are currently on that schedule. She said budget updates will be done on Bayview and North Beach as the process continues.

Luis Herrera said we are updating the BLIP website regularly.

Commissioner Chin asked about the status of the Golden Gate Valley landmark status.

Jill Bourne, Deputy City Librarian said that would be initiated after the completion of the project.

AGENDA ITEM NO. 6. ADJOURNMENT

MOTION: by Commissioner Lee, seconded by Commissioner Munson to adjourn the regular meeting of Thursday, October 16, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and Munson).

The regular meeting of October 16, 2008, of the San Francisco Public Library Commission adjourned at 5:47 pm.

Sue Blackman
Commission Secretary

Please note: These are draft minutes subject to revision by the Public Library Commission. Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733.

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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NOV 17 2008

SAN FRANCISCO
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Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of October 16, 2008

(As approved at the Regular Meeting of November 6, 2008)

The San Francisco Public Library Commission held a regular meeting on Thursday, October 16, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:38 pm.

Commissioners present: Chin, Gomez, Harris, Lee and Munson

Commissioner Kane arrived at 4:43 pm.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said he has been developing two themes on the barriers of communications from two perspectives. He said he has described the wall of lies surrounding Mr. Garza that is justified by saying the wall of lies is only for certain people. He said the other theme is that when you send a message to the administration that every problem can be solved by making up lies and ridiculing the opposition you are sending up a powerful message. He asked "have you noticed you don't do the required annual review; that you have no review of your responsibilities under the Furhman Fund; that your amendment to the Fees and Fines amendment was ignored; that you were bypassed in the Civil Grand Jury response and that the Board of Supervisors was told you had approved changes to the Library's website; and that you reviewed the Encore program two months after it was implemented? He said the Commission does not have any say in these issues because they would rather not know the truth than take the chance of being embarrassed by open discussion.

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insider strategy meetings, which consisted of City officials, the architect and the representative of the Playground was not balanced. She said the LCAC is recommending that if there are any Core Groups in the future that at a minimum, a Board of Supervisors-appointed LCAC member be included.

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Public Comment

An anonymous citizen said under public comment on page one he had said that Commissioner Harris had replaced the traditional "the public sitting on the floor" with "thank you for the free breakfast". He said he as the anonymous citizen then described how it was crucial to our democracy to not have the corrosive effects of private money. He said he went on to give an example. He said none of that meaning was transcribed in the minutes. He said under Sue Cauthen's comments she asked that a Resolution be included in the minutes and of course he said they are not included. He said other comments that Sue Cauthen made were also not included in the minutes.

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MOTION: by Commissioner Chin, seconded by Commissioner Munson, to approve the minutes of September 18, 2008.

AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and Munson)

AGENDA ITEM NO. 3. 2009 LIBRARY COMMISSION MEETING SCHEDULE

Public Comment

An anonymous citizen said in the past there has been a proposal and some sort of staff report prior to public comment on the meeting schedule. He said it appears there are 20 meetings proposed for next year and in prior years it has been 22 meetings. He said when there were committees there were dozens and dozens of meetings and there was time for the Commission to educate itself about the details on Commission issues. He would like to know why meetings are not scheduled to begin at 5:00 or 5:30 pm.

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Commission Discussion

Sue Blackman, Library Commission Secretary, responded to a question from President Gomez and said there was only one meeting scheduled for January, 2009, because the first meeting would have been New Years' Day. She said there is only one meeting in July and August to accommodate vacation schedules and one meeting in December because of the holidays.

MOTION: by Commissioner Lee, seconded by Commissioner Munson, to approve the 2009 Library Commission meeting schedule as proposed.

AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and Munson)

AGENDA ITEM NO. 4. BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) BUDGET TRANSFER

Luis Herrera, City Librarian, said the action before the Commission is the recommended approval of the transfer of funds approved in the 2008/09 Library Preservation Fund (LPF) budget into the Branch Library Improvement Program. He said the October 10, 2008 memo to the Commission outlines these budget changes.

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Luis Herrera, City Librarian, said we are looking at LEED Silver status for the branches with LEED certification.

Commissioner Munson said a decision does not need to be made regarding the issuance of the revenue bonds until January.

MOTION: by Commissioner Munson, seconded by Commissioner Chin to approve the transfer of funds as recommended in the Memorandum to the Commission dated October 10, 2008.

AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and Munson)

AGENDA ITEM NO. 5 BOND PROGRAM MANAGER'S REPORT

Lena Chen, Bond Program Manager, said there are no informational or special reports this month. She said the July – September Third quarter 2008 report has been distributed to the Commissioners and is available in the back of the room. She said as of 4/17/08 the approved budget was $147,362,986. She said the November report will show the approved budget changes from today's meeting. She said a sale of lease revenue funds is anticipated in January 2009. She said the schedule report shows the schedule for the 16 active projects. She said the chart shows the approved schedule from September, 2008. She gave the status of the program and said that 6 property acquisitions are complete and 1 is pending for the Bayview Branch; 8 projects are complete and open; 6 projects are in construction and 10 branches are in planning and design. She showed photographs and gave reports on the following projects in construction: Richmond, Portola, Ingleside, Bernal Heights, Eureka Valley, and Potrero. She gave updates on projects in design including Parkside, Visitacion Valley, Anza, Ortega, Merced and Bayview. She said other active projects are Park, Presidio, and Golden Gate Valley. She said both the Library Commission and the Recreation and Park Commission approved a Resolution endorsing 701 Lombard as the preferred site for the North Beach Branch Library. She said the EIR application for the North Beach branch was submitted at the end of September.

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Luis Herrera said we are updating the BLIP website regularly.

Commissioner Chin asked about the status of the Golden Gate Valley landmark status.

Jill Bourne, Deputy City Librarian said that would be initiated after the completion of the project.

AGENDA ITEM NO. 6. ADJOURNMENT

MOTION: by Commissioner Lee, seconded by Commissioner Munson to adjourn the regular meeting of Thursday, October 16, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 6-0 (Chin, Gomez, Harris, Kane, Lee and Munson).

The regular meeting of October 16, 2008, of the San Francisco Public Library Commission adjourned at 5:47 pm.

Sue Blackman
Commission Secretary

Please note: Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733.

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LIBRARY CITIZENS ADVISORY COMMITTEE
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415 391 0737

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[illegible]ne Board of Supervisors' Library Citizens Advisory Committee tonight passed the following motion [illegible]the North Beach library planning process:

[illegible]s' Library Citizens Advisory Committee objects to the fact that the design and location of the new North Beach library was apparently decided by a "Core Group," which excluded neighborhood participation, except for a representative from Friends of Joe DiMaggio Playground. Therefore, under this procedure, community participation was not [illegible]nced.

We recommend that in the future any "Core Group" should include, at a minimum, a Board of Supervisors-appointed Library Citizens Advisory Committee member from that district.

San Francisco Public Library

10-10-08 SY #139

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SAN FRANCISCO
PUBLIC LIBRARY

NOTICE OF ALTERNATIVE MEETING LOCATION

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Pursuant to San Francisco Administrative Code Section 67.6(f) notice is hereby given that the San Francisco Public Library Commission will hold its regular meeting on NOVEMBER 6, 2008 at an alternative location as follows:

DATE: November 6, 2008
TIME: 4:30 p.m.
PLACE: Park Branch Library
1833 Page Street
San Francisco, CA 94117

Agenda for this meeting will be available 72 hours before scheduled meeting time from the Commission Secretary/Custodian of Records, 6th floor, Main Library or the Public Library's website http://sfpl.org/librarylocations/libcomm/2008agendas.htm

Sue Blackman, Commission Secretary: 10/10/2008

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

NOTICE OF MEETING

NOTE ALTERNATIVE MEETING LOCATION

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: **Thursday, November 6, 2008**
TIME: **4:30 PM**
PLACE: **PARK BRANCH LIBRARY**
1833 Page Street, San Francisco 94117

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The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES **ACTION**
Presentation, discussion and possible action to approve the minutes of the regular meeting of October 2, 2008.
Explanatory document: draft minutes.

3. APPROVAL OF THE MINUTES **ACTION**
Presentation, discussion and possible action to approve the minutes of the regular meeting of October 16, 2008.
Explanatory document: draft minutes.

4. CITY LIBRARIAN'S REPORT by Luis Herrera **DISCUSSION**
(This item is to allow the City Librarian to report on recent Library activities and make announcements). The City Librarian will give updates on the following topics: Citizenship Project Part 1; Branch Library Expanded Hours; Leadership Academy; and Play to Learn Installation.
Explanatory Documents: Citizenship Project presentation; Branch Library Expanded Hours presentation; Play to Learn Installation presentation.

5. FRIENDS OF THE LIBRARY REPORT **DISCUSSION**
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

6. PARK BRANCH PROFILE **DISCUSSION**
(Presentation and discussion of the services and programs of the Park Branch).

7. LABOR UNION REPORT **DISCUSSION**
(This item is to allow representatives of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

9. ADJOURNMENT (requires motion and public comment) **ACTION**

Sue Blackman, Library Commission Secretary, 11/3/08

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org/librarylocations/libcomm/2008agendas.htm. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site sfgov.org/ethics.

Sue Blackman, Commission Secretary 03/29/07

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of November 6, 2008

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

The San Francisco Public Library Commission held a regular meeting on Thursday, November 6, 2008, at the Park Branch Library.

The meeting was called to order at 4:30 pm.

Commissioners present: Chin, Del Portillo, Gomez, Harris, and Munson.

Commissioner Kane arrived at 4:44 pm.

Commissioner Lee was excused.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said the Commission has been told the best way to run the Library Commission is to close your mind to outside information and to keep the focus on the bottom line and the only thing important is money. He said the Commission should not allow themselves to be distracted by information, sympathy, process or other social values. He said of the pain, bitterness and resentment he has seen the greatest source of that bitterness and resentment is from former Library Commissioners. He recommended Commissioners speak with previous Commissioners. He said it is the Commission that is the victim of the wall of lies.

Peter Warfield said he wanted to note that this meeting is being held in the Park Branch. He said it is unfortunate that this branch will be closed for relatively minor renovations. He said a more than year long closure for what are basically cosmetic things ought to be avoided. He said the Park Branch was renovated with the first library bond, which was intended to build the new main library, but there was money set aside to fix all of the branches with respect to earthquake safety and ADA accessibility He said that was the bond measure of 1988 and the $5 million set aside for the branches was far too little. He said only approximately four branches were renovated under that original bond. He said the Park Branch is a lovely branch and he wished that it would stay open during the renovations.

Ellen Egbert said Monday, October 27, 2008 was proclaimed by the Mayor, Project Read Day in San Francisco. She said one of the sponsors of Project Read for all 25 years has been Friends of the Library. She said the 25th anniversary event was held on October 27 at the Main Library and she said it was a very special event. She said everyone entered on a red carpet and it was a wonderful touch. She said there were a lot of speeches and she said there were teams of tutors and learners, alternating with other speeches. She gave the example of one learner who had problems and the encouragement that reader had from the audience.

Tess Wellborn identified herself as a neighbor and a Board member of the Haight Ashbury Neighborhood Council. She said the Park Branch needs to be open on Sundays. She asked that the branch be closed on Mondays and open on Sundays. She said most working people want to come on a day they have off. She said she is not persuaded that the remodel that will be occurring at the branch is worth a year to two years of closure for the branch. She said there needs to be more discussion with the neighborhood about what changes can be made with a minimum of closure time. She said the neighborhood should also have a say in the furniture and fixtures for the branch.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES OF OCTOBER 2, 2008

Public Comment

An anonymous citizen said the minutes reflect a great deal of effort to improve them. He said that improvement is in a very narrow framework. He said there are instances where points were left out. He said under public comment the first part of his comments were reported but after that point he went on to say that not only was it symbolic but that the suppression of the truth gets worse the more serious the issue is. He said he invited the Library Commissioners to go on a snipe hunt. He said none of those comments were included. He said on the last page it says the meeting was adjourned for the Vice Presidential debate, he had assumed it was the very important issue of the Treasury bailout but maybe it was a snipe hunt.

Commissioner Kane entered the meeting.

Peter Warfield said in many respect the minutes are good. He has requests for improvement and at least one correction. He said the first page the last paragraph is confusing and suggested that the word Secretary be inserted to read ". . . the Library Commission Secretary sent to the Board of Supervisors. . . "He said in the last sentence the word "not" is missing which changes the whole meaning of what was being said. He said there were additional comments about the Commission not being told about the changes and he said those comments should be included in the minutes. He said on page two the Library Users

Association is misrepresented as the Library Users Advocates and he would like to see that corrected.

Commissioner Munson asked the secretary to check the motion on page four where the ayes are listed as 6-0 and only five commissioners are listed and to make the proper correction.

President Gomez asked that the word not be added to the last sentence on page one so that it reads ". . . that legislation changed in ways that did **not** follow what the Commission had approved." She said on page 2 the name Library User Advocates should be changed to Library User Association.

Commissioner Munson asked that the last two sentences by the anonymous citizen under Public Comment on page 1 be changed to read: "**The anonymous citizen** said this is emblematic of everything the Commission faces **and** he said this is the way the Commission . . ."

MOTION: by Commissioner Chin, seconded by Commissioner Del Portillo, to approve the minutes of October 2, 2008 as amended by Commissioner Munson and President Gomez listed above.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Kane and Munson)

AGENDA ITEM NO. 3. APPROVAL OF THE MINUTES OF OCTOBER 16, 2008

An anonymous citizen said thank you for the corrections to the previous minutes. He said his last sentence under Public Comment says "He said the Commission does not have any say in these issues because the would rather . . ." and the word the should be they. He said he went on to make additional comments which are not included. He said it makes no sense to include all of that detail at the beginning of his comments and then not come to the conclusion that he came too. He said it is like taking away 100% of his rights and giving back 10%. He said the law says you are supposed to include citizen summarizes in the minutes. He said if you are willing to break the law on that matter what else are you willing to break the law on?

Sue Cauthen, Chair of the Library Citizens Advisory Committee (LCAC), speaking for herself, said on page 2 at the top of the page she had asked that the recommendation from the LCAC be included with the minutes and that they were not attached to the minutes. She said the Sunshine Ordinance does require that summaries of 150 words or less be attached to the minutes.

Peter Warfield said the Sunshine Ordinance requires that Boards and Commissions include summaries of public comment if they are provided in writing and 150 words or less. He said in the past he had submitted summaries that had not been included in the minutes.

Sue Blackman, Commission Secretary, said the LCAC summary had been included with the draft minutes posted on the website and unfortunately it was not included with the copies that were made so that would be corrected when the Minutes are finalized.

MOTION: by Commissioner Chin, seconded by Commissioner Munson, to approve the minutes of October 16, 2008.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Kane and Munson)

AGENDA ITEM NO. 4 CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian welcomed everyone to the Park Branch Library. He said it is the oldest branch library in the system built in 1909. He said at an October Commission meeting Commissioner Del Portillo raised a question regarding the type of materials the library is offering through the Citizenship Project.

Brian Bannon, Chief of Branches, said when there were changes made to the citizenship exam the library decided to update and enhance the citizenship resources.

Alvaro Sanabria explained the work done by the Ethnic Services Committee on the Citizenship Project. He said they had entered into a partnership with the Seattle Public Library. He explained the process steps, the document update, local resources, translations and video, relevancy and credits.

Skye Patrick, Web Services Manager, showed the information available on the United States Citizenship Resources page of the SFPL website. She said the information is available in English, Spanish, Cantonese, Mandarin and Russian. She said there is a Guide to Naturalization, Study Questions for the Naturalization Exam, Organizations that can help with Citizenship, English as a Second Language Providers.

Joan Lefkowitz, Media Production Specialist, said the citizenship project is the library's first use of video on the website. She showed some of the video available on the website in the various languages. She said media services are now in the process of producing Public Service Announcements.

Brian Bannon, Chief of Branches, said the next steps on this program will be to explore making some of the content such as the questions and answers available as audio. He said it makes it much easier for people if they can study in their own language prior to taking the exam in English.

Luis Herrera, City Librarian, said while other systems are looking at closing branches and services, there is good news in San Francisco being able to extend branch library hours for 2008/09.

Jill Bourne, Deputy City Librarian, explained the continuing priorities for adding additional hours to the branches. She said more permanent hours will be added on Sunday to Noe Valley, Presidio, Bayview, Merced and Ortega. Monday hours will be added to Glen Park and Golden Gate Valley. These hours will take effect Sunday, November 23 and Monday, November 24. She said the BLIP bookmobile will begin service to Treasure Island on Thursdays. She said the new hours will be promoted through public programs, marketing and outreach.

Luis Herrera, City Librarian, said they are kicking off a pilot program of a Leadership Academy with 35 staff members participating. He said the program is called Gen PL, the next generation of public library leaders. He said there were approximately 100 applications and the 35 participants represent all divisions in the library. He said part of the funding for the program comes from the Friends of the Library.

Toni Bernardi, Chief of Children and Youth Services, said the Early Literacy and Learning Program or Every Child Ready to Read is all about partnering with parents and caregivers to raise a community of readers. She said the program consists of supporting staff, expanding collections, connecting with caregivers, strengthening partnerships and enriching environments. She said the Play to Learn areas are now available in 11 branches. She said the panels include languages other than English. She said the height measurer tower has books, marbles, cable cars, Ghirardelli Chocolate Bar wrappers and SFPL library cards. She said by the end of the BLIP program every library will have a Play to Learn area.

Public Comment

Peter Warfield said there were two things that concerned him about the report by Toni Bernardi. He said cupcakes were mentioned twice and Ghirardelli Chocolate was mentioned once. He said it concerns him that if the library is going to get into the business of providing food, he said the library should get guidance with respect to nutrition and healthy eating habits for children. He said he was concerned about brand naming the chocolate. He said he is curious about what kind of arrangements have been made, but he said he does not think it is appropriate to show particular brands. He said he is glad there will be increased hours at the branches. He said the handout is missing a page for the year 2005-06. He said he personally alerted the Commission and the Board of Supervisors that the emphasis should be on hours and books at the library in light of Proposition E. He said there were no additional hours in 05-06.

An anonymous citizen said he admired the citizenship material that was presented. He said we should probably thank Commissioner Del Portillo for asking about this. He said the report on hours is not a report on increased hours it is a report on branches. He said there are no figures on total hours and no figures on closures. He said a person from the neighborhood stated her concern about closures. He said we learn from play at every age and he was mesmerized by the presentation. He said

play by nature is self-directed, independent and not graded or evaluated. He said that is why public libraries are so valuable because you can come into them all by yourself and learn without being evaluated.

Roberto Lombardi, Facilities Director, said that the Facilities Division consumed the vast majority of cupcakes and the chocolate. He said they did not go to the children. He said he would like to see employees eat more healthy food as well.

Melissa Riley said Ghirardelli is a famous local name and it is very significant to have it on the measuring column.

Commission Discussion

Commissioner Kane said he enjoyed the presentation on the citizenship project and he congratulated the library on this very valuable and important service. He said his daughter has enjoyed Play to Learn. He said on open hours he continues to push for every day at every branch. He said we are moving in that direction but he would like to encourage us to think creatively to reach that goal. He said since we have libraries closed he would like to know what happens to the staff from those closed libraries.

Luis Herrera, City Librarian, said the policy is to extend hours in neighboring branches when a branch is closed for renovation. He said staff is deployed to the neighboring branches.

Jill Bourne, Deputy City Librarian, said they will report back to the Commission on a report on the status of temporary services relating to the BLIP.

Commissioner Del Portillo said congratulations to the staff on the citizenship project. She said she was concerned that Commissioner questions have to wait to the end of the report and the end of public comment to be addressed. She said it does discourage Commissioner participation and contribution. She said many people do not have computers and do not have access to the information on the citizenship project. She asked about the outreach for this program.

Brian Bannon, Chief of Branches said printed information is also available on the citizenship program at each of the branches. He said people have asked for the material in an audio version as well. He said a lot of outreach has been done about the program. He said they are working with schools and community service agencies.

Luis Herrera, City Librarian, said the marketing part of this is really an important part of what the library does day in and day out.

Alvaro Sanabria said the information is available in print and the library has bilingual staff who can assist patrons with the computer. He said the

Immigration Department now has appointments only set up through a computer. He said the library offers classes on the computer as well.

Commissioner Del Portillo said she suggests that outreach be done through the local newspapers. She said word of mouth and community based organizations are very important to help get the word out.

Commissioner Chin said the bilingual schools do take students to the library to learn to use the computer. She said the citizenship project is a great service. She said Play to Learn is phenomenal and she asked how it was funded.

Luis Herrera, City Librarian, said Play to Learn was paid by appropriations from the Library's budget and additional funding came from the Friends of the Library.

Commissioner Chin said the Friends of the Library are important because they support innovative projects like Play to Learn. She asked how the budget impacts would impact the Library's level of service.

Luis Herrera, City Librarian, said there is no indication that there will be an impact on the Library Preservation Fund or level of service. He said he will report back to the Commission in December as the budget process begins to determine any impacts such as hiring freezes.

AGENDA ITEM NO. 5. FRIENDS OF THE LIBRARY REPORT

Donna Bero, Friends of the Library, said it was good to be at the Park Branch. She said she is constantly struck by the high quality of programs by the Library. She said other cities are closing branches and losing hours so she wants to commend San Francisco for continuing to add new hours to the branches. She said she is thrilled the library takes so seriously an investment in early childhood development. She said Friends have been looking very carefully at what the economy will portend for nonprofits. She said they are cautiously optimistic that the support of public libraries will continue. She said Wells Fargo Bank has offered a very low interest seed loan of $1 million at 2% to flush their cash flow needs. She thanked Commissioner Munson for submitting nominations to California Association of Trustees and Commissioners (CALTAC). She said Luis Herrera has been awarded the Librarian of the Year for Outstanding Work with a Board or Commission. She said the Friends won an award for the Community Organization making a Significant Financial or In-kind Contribution to a library in California. She said at the California Library Association (CLA) conference this year there will be a new effort to include private side partnerships in programming and strengthen ties in the community. She said there will be a pre-conference just for Friends, Foundations and Trustees. She said on Monday, November 10 will be the last of three Going Public programs where parents talk about choosing and improving public schools for kids. She said on November 12 at the Friends' office there will be a discussion on Schools and Libraries. She said on December 8 United States Poet

Laureate Kay Ryan will be doing a public reading at Fort Mason. She said the Save the Date card is out for next year's Library Laureates Dinner on April 17, 2009.

Public Comment

An anonymous citizen said the history the Commission has of frustrating public participation does not serve its self interest in the long run. He said the poem he has been reciting at past meetings, "Elegy in a Country Churchyard," continues to its most dramatic part and he recited the poem. He said it is about how the common man faces death.

Peter Warfield said he agreed with the Commissioner who spoke about the sequence of discussion. He said he thinks Commission discussion would be useful during the reports. He said Jill Bourne, Deputy City Librarian, and others have worked hard to add more hours. He said the City Librarian in the past asked that no more hours be added. He said fortunately he and others continued to advocate for more hours.

Commission Discussion

Commissioner Kane said the Friends are an important part of the library in raising money for programming and for the Branch Library Improvement Program. He said he has asked the Friends for a full annual report to the Commission on the money raised and how it is spent.

Donna Bero, Friends of the Library, said the Friends do an annual report and have just had an audit done this year. She said they always make the findings public. She said she is more than happy to provide the audit to the Commission. She said they are in the process of creating an annual report and would like to present that to the Commission when it is ready.

Commissioner Kane said he would like to see an annual report given to the Commission.

Luis Herrera, City Librarian, said in addition to the awards mentioned in the Friends' report, CALTAC also gives two major awards each year. One is the Members award and the other is the President's award. He said the President's award is given to an individual or agency that has the greatest impact on improving and enhancing library services in the State. He said this year's recipient is Donna Bero and he wanted to congratulate her on that award.

Commissioner Munson asked the anonymous citizen if he could stay on topic when he speaks on each item.

ITEM NO. 6 PARK BRANCH PROFILE

Brian Bannon, Chief of Branches, introduced Cathy Delneo, Branch Manager and Children's Librarian for the Park Branch. He said she is very active in many aspects of the library.

Cathy Delneo said she is very happy the Commission is visiting the Park Branch. She gave a history of the Haight-Ashbury community and the branch itself. She said the branch opened in 1909. She said it is the oldest currently operating branch in the SFPL system. She said while the branch looks like a Carnegie library it is not. She explained the Park Branch service population demographics, economic data, the business district, schools, service organizations, community groups and hospitals and universities. She said the Park Branch offers programs for children, teens and adults. She said the branch will be remodeled as part of the Branch Library Improvement Program. She said they will be remodeling the interior while maintaining the branch's historic appearance.

Public Comment

An anonymous citizen said it is interesting that the branches used to be numbered. He said this is an inspiring neighborhood. He said it is a politically active neighborhood. He said this is the branch of a legendary local librarian by the name of Dottie Myers, who was here for years and years. He said one of the things she did was take her role as the local librarian and become the archivist for the neighborhood. He said the branch has a valuable archive of the counterculture years. He said they do exhibits once in a while from the archive and it is one of the highlights of the whole San Francisco library experience.

Peter Warfield said the Park Branch is a wonderful library. He said the historical materials have been occasionally displayed. He said in the Haight there is not really a place for visitors to find out about the area, but the library fills in for that when it has exhibits and provides research materials. He said there are many bookstores nearby. He said Mayor Willie Brown attended the branch's 90th birthday party. He said the library is old, appreciated and loved by the neighbors and those who use it. He said the staff and the building are a pleasure to visit. He said it is unfortunate that it is not a seven day branch and that it is not open on Sundays.

Commission Discussion

President Gomez said that was a wonderful and informative presentation with a charming delivery.

ITEM NO. 7. LABOR UNION REPORT

Melissa Riley, Librarian's Guild, said she is happy to hear that Luis Herrera and Donna Bero are receiving CALTAC awards. She said it is interesting that at various times in San Francisco's history they have tried

to close branches. She said the users of the library would rise up and keep them open. She said it is nice to have branches in most of the neighborhoods and that they are continuing to open more hours. She said there is a group of people consisting of every nonprofit in San Francisco that receives city funding. She said that would be a great way to get the word out about our citizenship project. She said personal relationships with librarians and the community can help to get the word out as well. She said the meeting room in the Park Branch is the largest and most useful of all the branch library meeting rooms. She said it is a great resource.

Public Comment

Peter Warfield said there has been a number of instances where library branches were scheduled for closure and citizens did rise up and oppose those closures. He said he is glad that we have the system we have and that there are branches in most neighborhoods. He said it is nice there is public space open to everyone. He said when the Main library opened there was concern that there would be corporate logos on everything. He said that is an appropriate concern. He said commercialization of any kind at the library concerns him.

Commission Discussion

Commissioner Chin said when they have looked at closing branches it has always been a budgetary issue.

ITEM NO. 9. ADJOURNMENT

MOTION: by Commissioner Munson, seconded by Commissioner Harris to adjourn the regular meeting of Thursday, November 6, 2008.

Public Comment

There was no public comment on this item.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Kane, and Munson).

The regular meeting of November 6, 2008, of the San Francisco Public Library Commission adjourned at 7:00 pm.

Please note: These are draft minutes subject to revision by the Public Library Commission. Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent

possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d)

San Francisco Public Library

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of November 6, 2008

(As amended and approved at the Regular Meeting of December 4, 2008)

The San Francisco Public Library Commission held a regular meeting on Thursday, November 6, 2008, at the Park Branch Library.

The meeting was called to order at 4:30 pm.

Commissioners present: Chin, Del Portillo, Gomez, Harris, and Munson.

Commissioner Kane arrived at 4:44 pm.

Commissioner Lee was excused.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said the Commission has been told the best way to run the Library Commission is to close your mind to outside information and to keep the focus on the bottom line and the only thing important is money. He said the Commission should not allow themselves to be distracted by information, sympathy, process or other social values. He said of the pain, bitterness and resentment he has seen the greatest source of that bitterness and resentment is from former Library Commissioners. He recommended Commissioners speak with previous Commissioners. He said it is the Commission that is the victim of the wall of lies.

Peter Warfield said he wanted to note that this meeting is being held in the Park Branch. He said it is unfortunate that this branch will be closed for relatively minor renovations. He said a more than year long closure for what are basically cosmetic things ought to be avoided. He said the Park Branch was renovated with the first library bond, which was intended to build the new main library, but there was money set aside to fix all of the

branches with respect to earthquake safety and ADA accessibility. He said that was the bond measure of 1988 and the $5 million set aside for the branches was far too little. He said only approximately four branches were renovated under that original bond. He said the Park Branch is a lovely branch and he wished that it would stay open during the renovations.

Ellen Egbert said Monday, October 27, 2008 was proclaimed by the Mayor, Project Read Day in San Francisco. She said one of the sponsors of Project Read for all 25 years has been Friends of the Library. She said the 25th anniversary event was held on October 27 at the Main Library and she said it was a very special event. She said everyone entered on a red carpet and it was a wonderful touch. She said there were a lot of speeches and she said there were teams of tutors and learners, alternating with other speeches. She gave the example of one learner who had problems and the encouragement that reader had from the audience.

Tess Wellborn identified herself as a neighbor and a Board member of the Haight Ashbury Neighborhood Council. She said the Park Branch needs to be open on Sundays. She asked that the branch be closed on Mondays and open on Sundays. She said most working people want to come on a day they have off. She said she is not persuaded that the remodel that will be occurring at the branch is worth a year to two years of closure for the branch. She said there needs to be more discussion with the neighborhood about what changes can be made with a minimum of closure time. She said the neighborhood should also have a say in the furniture and fixtures for the branch.

AGENDA ITEM NO. 2. APPROVAL OF THE MINUTES OF OCTOBER 2, 2008

Public Comment

An anonymous citizen said the minutes reflect a great deal of effort to improve them. He said that improvement is in a very narrow framework. He said there are instances where points were left out. He said under public comment the first part of his comments were reported but after that point he went on to say that not only was it symbolic but that the suppression of the truth gets worse the more serious the issue is. He said he invited the Library Commissioners to go on a snipe hunt. He said none of those comments were included. He said on the last page it says the meeting was adjourned for the Vice Presidential debate, he had assumed it was the very important issue of the Treasury bailout but maybe it was a snipe hunt.

Commissioner Kane entered the meeting.

Peter Warfield said in many respect the minutes are good. He has requests for improvement and at least one correction. He said the first page the last paragraph is confusing and suggested that the word Secretary be inserted to read ". . . the Library Commission Secretary sent to the Board of Supervisors. . . "He said in the last sentence the word "not" is missing which changes the whole meaning of what was being said. He said there were additional comments about the Commission not being told about the changes and he said those comments should be included in the minutes. He said on page two the Library Users Association is misrepresented as the Library Users Advocates and he would like to see that corrected.

Commissioner Munson asked the secretary to check the motion on page four where the ayes are listed as 6-0 and only five commissioners are listed and to make the proper correction.

President Gomez asked that the word not be added to the last sentence on page one so that it reads ". . . that legislation changed in ways that did **not** follow what the Commission had approved." She said on page 2 the name Library Users Advocates should be changed to Library Users Association.

Commissioner Munson asked that the last two sentences by the anonymous citizen under Public Comment on page 1 be changed to read: "**The anonymous citizen** said this is emblematic of everything the Commission faces **and** he said this is the way the Commission . . ."

MOTION: by Commissioner Chin, seconded by Commissioner Del Portillo, to approve the minutes of October 2, 2008 as amended by Commissioner Munson and President Gomez listed above.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Kane and Munson)

AGENDA ITEM NO. 3. APPROVAL OF THE MINUTES OF OCTOBER 16, 2008

An anonymous citizen said thank you for the corrections to the previous minutes. He said his last sentence under Public Comment says "He said the Commission does not have any say in these issues because the would rather . . ." and the word the should be they. He said he went on to make additional comments which are not included. He said it makes no sense to include all of that detail at the beginning of his comments and then not come to the conclusion that he came too. He said it is like taking away 100% of his rights and giving back 10%. He said the law says you are supposed to include citizen summarizes in the minutes. He said if you are willing to break the law on that matter what else are you willing to break the

law on?

Sue Cauthen, Chair of the Library Citizens Advisory Committee (LCAC), speaking for herself, said on page 2 at the top of the page she had asked that the recommendation from the LCAC be included with the minutes and that they were not attached to the minutes. She said the Sunshine Ordinance does require that summaries of 150 words or less be attached to the minutes.

Peter Warfield said the Sunshine Ordinance requires that Boards and Commissions include summaries of public comment if they are provided in writing and 150 words or less. He said in the past he had submitted summaries that had not been included in the minutes.

Sue Blackman, Commission Secretary, said the LCAC summary had been included with the draft minutes posted on the website and unfortunately it was not included with the copies that were made so that would be corrected when the Minutes are finalized.

MOTION: by Commissioner Chin, seconded by Commissioner Munson, to approve the minutes of October 16, 2008.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Kane and Munson)

AGENDA ITEM NO. 4 CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian welcomed everyone to the Park Branch Library. He said it is the oldest branch library in the system built in 1909. He said at an October Commission meeting Commissioner Del Portillo raised a question regarding the type of materials the library is offering through the Citizenship Project.

Brian Bannon, Chief of Branches, said when there were changes made to the citizenship exam the library decided to update and enhance the citizenship resources.

Alvaro Sanabria explained the work done by the Ethnic Services Committee on the Citizenship Project. He said they had entered into a partnership with the Seattle Public Library. He explained the process steps, the document update, local resources, translations and video, relevancy and credits.

Skye Patrick, Web Services Manager, showed the information available on the United States Citizenship Resources page of the SFPL website. She said the information is available in English, Spanish, Cantonese, Mandarin and Russian. She said there is a Guide to Naturalization, Study Questions

for the Naturalization Exam, Organizations that can help with Citizenship, English as a Second Language Providers.

Joan Lefkowitz, Media Production Specialist, said the citizenship project is the library's first use of video on the website. She showed some of the video available on the website in the various languages. She said media services are now in the process of producing Public Service Announcements.

Brian Bannon, Chief of Branches, said the next steps on this program will be to explore making some of the content such as the questions and answers available as audio. He said it makes it much easier for people if they can study in their own language prior to taking the exam in English.

Luis Herrera, City Librarian, said while other systems are looking at closing branches and services, there is good news in San Francisco being able to extend branch library hours for 2008/09.

Jill Bourne, Deputy City Librarian, explained the continuing priorities for adding additional hours to the branches. She said more permanent hours will be added on Sunday to Noe Valley, Presidio, Bayview, Merced and Ortega. Monday hours will be added to Glen Park and Golden Gate Valley. These hours will take effect Sunday, November 23 and Monday, November 24. She said the BLIP bookmobile will begin service to Treasure Island on Thursdays. She said the new hours will be promoted through public programs, marketing and outreach.

Luis Herrera, City Librarian, said they are kicking off a pilot program of a Leadership Academy with 35 staff members participating. He said the program is called Gen PL, the next generation of public library leaders. He said there were approximately 100 applications and the 35 participants represent all divisions in the library. He said part of the funding for the program comes from the Friends of the Library.

Toni Bernardi, Chief of Children and Youth Services, said the Early Literacy and Learning Program or Every Child Ready to Read is all about partnering with parents and caregivers to raise a community of readers. She said the program consists of supporting staff, expanding collections, connecting with caregivers, strengthening partnerships and enriching environments. She said the Play to Learn areas are now available in 11 branches. She said the panels include languages other than English. She said the height measurer tower has books, marbles, cable cars, Ghirardelli Chocolate Bar wrappers and SFPL library cards. She said by the end of the BLIP program every library will have a Play to Learn area.

Public Comment

-

Peter Warfield said there were two things that concerned him about the report by Toni Bernardi. He said cupcakes were mentioned twice and Ghirardelli Chocolate was mentioned once. He said it concerns him that if the library is going to get into the business of providing food, he said the library should get guidance with respect to nutrition and healthy eating habits for children. He said he was concerned about brand naming the chocolate. He said he is curious about what kind of arrangements have been made, but he said he does not think it is appropriate to show particular brands. He said he is glad there will be increased hours at the branches. He said the handout is missing a page for the year 2005-06. He said he personally alerted the Commission and the Board of Supervisors that the emphasis should be on hours and books at the library in light of Proposition E. He said there were no additional hours in 05-06.

An anonymous citizen said he admired the citizenship material that was presented. He said we should probably thank Commissioner Del Portillo for asking about this. He said the report on hours is not a report on increased hours it is a report on branches. He said there are no figures on total hours and no figures on closures. He said a person from the neighborhood stated her concern about closures. He said we learn from play at every age and he was mesmerized by the presentation. He said play by nature is self-directed, independent and not graded or evaluated. He said that is why public libraries are so valuable because you can come into them all by yourself and learn without being evaluated.

Roberto Lombardi, Facilities Director, said that the Facilities Division consumed the vast majority of cupcakes and the chocolate. He said they did not go to the children. He said he would like to see employees eat more healthy food as well.

Melissa Riley said Ghirardelli is a famous local name and it is very significant to have it on the measuring column.

Commission Discussion

Commissioner Kane said he enjoyed the presentation on the citizenship project and he congratulated the library on this very valuable and important service. He said his daughter has enjoyed Play to Learn. He said on open hours he continues to push for every day at every branch. He said we are moving in that direction but he would like to encourage us to think creatively to reach that goal. He said since we have libraries closed he would like to

know what happens to the staff from those closed libraries.

Luis Herrera, City Librarian, said the policy is to extend hours in neighboring branches when a branch is closed for renovation. He said staff is deployed to the neighboring branches.

Jill Bourne, Deputy City Librarian, said they will report back to the Commission on a report on the status of temporary services relating to the BLIP.

Commissioner Del Portillo said congratulations to the staff on the citizenship project. She said she was concerned that Commissioner questions have to wait to the end of the report and the end of public comment to be addressed. She said it does discourage Commissioner participation and contribution. She said many people do not have computers and do not have access to the information on the citizenship project. She asked about the outreach for this program.

Brian Bannon, Chief of Branches said printed information is also available on the citizenship program at each of the branches. He said people have asked for the material in an audio version as well. He said a lot of outreach has been done about the program. He said they are working with schools and community service agencies.

Luis Herrera, City Librarian, said the marketing part of this is really an important part of what the library does day in and day out.

Alvaro Sanabria said the information is available in print and the library has bilingual staff who can assist patrons with the computer. He said the Immigration Department now has appointments only set up through a computer. He said the library offers classes on the computer as well.

Commissioner Del Portillo said she suggests that outreach be done through the local newspapers. She said word of mouth and community based organizations are very important to help get the word out.

Commissioner Chin said the bilingual schools do take students to the library to learn to use the computer. She said the citizenship project is a great service. She said Play to Learn is phenomenal and she asked how it was funded.

Luis Herrera, City Librarian, said Play to Learn was paid by appropriations from the Library's budget and additional funding came from the Friends of the Library.

Commissioner Chin said the Friends of the Library are important because they support innovative projects like Play to Learn. She asked how the budget impacts would impact the Library's level of service.

Luis Herrera, City Librarian, said there is no indication that there will be an impact on the Library Preservation Fund or level of service. He said he will report back to the Commission in December as the budget process begins to determine any impacts such as hiring freezes.

AGENDA ITEM NO. 5. FRIENDS OF THE LIBRARY REPORT

Donna Bero, Friends of the Library, said it was good to be at the Park Branch. She said she is constantly struck by the high quality of programs by the Library. She said other cities are closing branches and losing hours so she wants to commend San Francisco for continuing to add new hours to the branches. She said she is thrilled the library takes so seriously an investment in early childhood development. She said Friends have been looking very carefully at what the economy will portend for nonprofits. She said they are cautiously optimistic that the support of public libraries will continue. She said Wells Fargo Bank has offered a very low interest seed loan of $1 million at 2% to flush their cash flow needs. She thanked Commissioner Munson for submitting nominations to California Association of Trustees and Commissioners (CALTAC). She said Luis Herrera has been awarded the Librarian of the Year for Outstanding Work with a Board or Commission. She said the Friends won an award for the Community Organization making a Significant Financial or In-kind Contribution to a library in California. She said at the California Library Association (CLA) conference this year there will be a new effort to include private side partnerships in programming and strengthen ties in the community. She said there will be a pre-conference just for Friends, Foundations and Trustees. She said on Monday, November 10 will be the last of three Going Public programs where parents talk about choosing and improving public schools for kids. She said on November 12 at the Friends' office there will be a discussion on Schools and Libraries. She said on December 8 United States Poet Laureate Kay Ryan will be doing a public reading at Fort Mason. She said the Save the Date card is out for next year's Library Laureates Dinner on April 17, 2009.

Public Comment

An anonymous citizen said the history the Commission has of frustrating public participation does not serve its self interest in the long run. He said the poem he has been reciting at past meetings, "Elegy in a Country

Churchyard," continues to its most dramatic part and he recited the poem. He said it is about how the common man faces death.

Peter Warfield said he agreed with the Commissioner who spoke about the sequence of discussion. He said he thinks Commission discussion would be useful during the reports. He said Jill Bourne, Deputy City Librarian, and others have worked hard to add more hours. He said the City Librarian in the past asked that no more hours be added. He said fortunately he and others continued to advocate for more hours.

Commission Discussion

Commissioner Kane said the Friends are an important part of the library in raising money for programming and for the Branch Library Improvement Program. He said he has asked the Friends for a full annual report to the Commission on the money raised and how it is spent.

Donna Bero, Friends of the Library, said the Friends do an annual report and have just had an audit done this year. She said they always make the findings public. She said she is more than happy to provide the audit to the Commission. She said they are in the process of creating an annual report and would like to present that to the Commission when it is ready.

Commissioner Kane said he would like to see an annual report given to the Commission.

Luis Herrera, City Librarian, said in addition to the awards mentioned in the Friends' report, CALTAC also gives two major awards each year. One is the Members award and the other is the President's award. He said the President's award is given to an individual or agency that has the greatest impact on improving and enhancing library services in the State. He said this year's recipient is Donna Bero and he wanted to congratulate her on that award.

Commissioner Munson asked the anonymous citizen if he could stay on topic when he speaks on each item.

ITEM NO. 6 PARK BRANCH PROFILE

Brian Bannon, Chief of Branches, introduced Cathy Delneo, Branch Manager and Children's Librarian for the Park Branch. He said she is very active in many aspects of the library.

Cathy Delneo said she is very happy the Commission is visiting the Park Branch. She gave a history of the Haight-Ashbury community and the

branch itself. She said the branch opened in 1909. She said it is the oldest currently operating branch in the SFPL system. She said while the branch looks like a Carnegie library it is not. She explained the Park Branch service population demographics, economic data, the business district, schools, service organizations, community groups and hospitals and universities. She said the Park Branch offers programs for children, teens and adults. She said the branch will be remodeled as part of the Branch Library Improvement Program. She said they will be remodeling the interior while maintaining the branch's historic appearance.

Public Comment

An anonymous citizen said it is interesting that the branches used to be numbered. He said this is an inspiring neighborhood. He said it is a politically active neighborhood. He said this is the branch of a legendary local librarian by the name of Dottie Myers, who was here for years and years. He said one of the things she did was take her role as the local librarian and become the archivist for the neighborhood. He said the branch has a valuable archive of the counterculture years. He said they do exhibits once in a while from the archive and it is one of the highlights of the whole San Francisco library experience.

Peter Warfield said the Park Branch is a wonderful library. He said the historical materials have been occasionally displayed. He said in the Haight there is not really a place for visitors to find out about the area, but the library fills in for that when it has exhibits and provides research materials. He said there are many bookstores nearby. He said Mayor Willie Brown attended the branch's 90th birthday party. He said the library is old, appreciated and loved by the neighbors and those who use it. He said the staff and the building are a pleasure to visit. He said it is unfortunate that it is not a seven day branch and that it is not open on Sundays.

Commission Discussion

President Gomez said that was a wonderful and informative presentation with a charming delivery.

ITEM NO. 7. LABOR UNION REPORT

Melissa Riley, Librarian's Guild, said she is happy to hear that Luis Herrera and Donna Bero are receiving CALTAC awards. She said it is interesting that at various times in San Francisco's history they have tried to close branches. She said the users of the library would rise up and keep them open. She said it is nice to have branches in most of the neighborhoods and that they are continuing to open more hours. She said there is a group

of people consisting of every nonprofit in San Francisco that receives city funding. She said that would be a great way to get the word out about our citizenship project. She said personal relationships with librarians and the community can help to get the word out as well. She said the meeting room in the Park Branch is the largest and most useful of all the branch library meeting rooms. She said it is a great resource.

Public Comment

Peter Warfield said there has been a number of instances where library branches were scheduled for closure and citizens did rise up and oppose those closures. He said he is glad that we have the system we have and that there are branches in most neighborhoods. He said it is nice there is public space open to everyone. He said when the Main library opened there was concern that there would be corporate logos on everything. He said that is an appropriate concern. He said commercialization of any kind at the library concerns him.

Commission Discussion

Commissioner Chin said when they have looked at closing branches it has always been a budgetary issue.

ITEM NO. 9. ADJOURNMENT

MOTION: by Commissioner Munson, seconded by Commissioner Harris to adjourn the regular meeting of Thursday, November 6, 2008.

Public Comment

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There was no public comment on this item.

AYES: 6-0 (Chin, Del Portillo, Gomez, Harris, Kane, and Munson).

The regular meeting of November 6, 2008, of the San Francisco Public Library Commission adjourned at 7:00 pm.

Please note: Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733

Explanatory documents: Copies of listed explanatory documents are

available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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SAN FRANCISCO
PUBLIC LIBRARY

NOTICE OF MEETING

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: **Thursday, November 20, 2008**
TIME: **4:30 PM**
PLACE: **Koret Auditorium, Main Library, lower level**

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. MEMORANDUM OF UNDERSTANDING BETWEEN LIBRARY AND DEPARTMENT OF PUBLIC WORKS REGARDING BRANCH LIBRARY IMPROVEMENT PROGRAM **DISCUSSION**
(This is a discussion item to provide a status update on the implementation of the Memorandum of Understanding (MOU) between the Library and the Department of Public Works regarding management of the BLIP)
Explanatory Documents: November 14, 2008 Memo to Commissioners, revised version of Attachment A to the MOU (A.1. Revenue; A.2. Approved Project Budget and Scope; A.3. Summary Schedule; and A.4. Budget Actions).

3. BOND PROGRAM MANAGER'S REPORT **DISCUSSION**
(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)
This report will consist of an *informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*: none.
Explanatory documents: Current Budget Report, Library Commission Schedule Report.

4. ADJOURNMENT (requires motion & public comment) **ACTION**

Sue Blackman Library Commission Secretary, 11/17/2008

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during,

the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org/librarylocations/libcomm/2007agendas.htm.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site sfgov.org/ethics.

Sue Blackman, Commission Secretary 03/29/07

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SAN FRANCISCO
PUBLIC LIBRARY

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of November 20, 2008

Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

The San Francisco Public Library Commission held a regular meeting on Thursday, November 20, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:33 pm.

Commissioners present: Gomez, Harris, Kane, and Lee

Commissioners excused: Chin, Del Portillo and Munson.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said a citizen Richard Watham once addressed the Commission and told them that the Science Section told him he could check out materials over night only if he was a corporation but not as a member of the public. Mr. Watham said he was astounded that they treated members of a corporation and members of the public differently. He said there was an astute Commissioner at the time who calmed Mr. Watham down and found out that it in deed was the library's policy and so she had it changed. He said that Commissioner was Lonnie Chin, but that was a long time ago and she never did it again. He said the point is even Commissioner Chin had to be indoctrinated. He said it shows that we have taken the virtues we have as a democratic institution and we have thrown that away for the virtues of a corporation because of the pittance the Friends and Foundation give the Library and the idea that it is all about the denial of humanity. He said the lies cost more than the money.

Sue Cauthen, Chair of the Library Citizens Advisory Committee (LCAC) said the LCAC passed a motion about the North Beach library at its meeting last night. She asked that it be included with the minutes. She said LCAC had a presentation from the Manager of Capital Planning at the Recreation and Park Department and they found out that Recreation and Park is not going to have any money to upgrade the park for a long time to come. She said the representative from the Recreation and Park Department said they expect the Library to pay for the plaza between the library and the park as well as the demolition of the existing library building. She said the LCAC considered the credit climate and other aspect and recommends that the Board of Supervisors and both

departments take a fresh look at the project, including consideration of other locations for the library, and initiate a process that is open and transparent, and includes meaningful neighborhood input and consideration of neighborhood concerns.

Derrick Toronto said he lives on 24th Street around the corner from the Noe Valley Branch Library. He said thanks to the Commission for adding the new Sunday hours to the branch. He said that library is now a playground and a social hall for teenagers. He said while the Noe Valley Branch was closed for renovation he went to the Mission Branch and they had a problem over registering for the computer. He said he made a recommendation and they implemented it. He said they are having similar problems at Noe Valley and the issue is still not resolved. He asked the Commission to remove the Branch Manager from Noe Valley and place her in a different branch. He said she cannot control the environment. He said the kids in the branch are allowed to scream and yell and the teenagers use it as a social hall. He apologized for approaching another patron last week about the noise of her child. He again asked that the Branch Manager be removed.

Peter Warfield said he attended the California Library Association conference last weekend in San Jose. He said it was extremely interesting. He said the LCAC did pass a resolution regarding the North Beach Branch and basically suggested throwing the whole process open again for reconsideration since the funding has changed. He said there was general concern about the sites being considered. He said he was glad the previous speaker noted the expanded hours but the fact is his efforts and those of other library user advocates were very crucial in creating those increased hours. He said the City Librarian repeatedly opposed expanding hours and the library finally followed through with the Board of Supervisors' direction to expand the hours.

AGENDA ITEM NO. 2. MEMORANDUM OF UNDERSTANDING BETWEEN LIBRARY AND DEPARTMENT OF PUBLIC WORKS REGARDING BRANCH LIBRARY IMPROVEMENT PROGRAM

Luis Herrera, City Librarian, said he is aware that the Commission is interested in hearing regular updates about the Memorandum of Understanding (MOU) between the Department of Public Works (DPW) and the Library.

Jill Bourne, Deputy City Librarian, referred to a memo addressed to the Commissioners and she explained the update in the areas of revenue, program scope, schedule and budgets. She said a revised version of Attachment A1. shows the funding that is expected as a result of the lease revenue bonds and is included with the memo. She said when the funds are received staff will bring back an update to the Commission that shows the allocation of those funds to the individual project budgets. She said the revised Program Scope consists of 16 renovations, 8 new buildings, and the completed support services facility. She said a revised version of Attachment A2. is included with the memo. She said on

September 18, 2008 the Commission approved a revised forecast schedule for all remaining projects and a revised version of Attachment A3. is included with the memo. She said on October 16, 2008 the Commission approved an action to alter ten project budgets and the program reserve by transferring LPF funds (totaling $5,747,210) to the Branch Library Improvement Program. She said an updated version of Attachment A4. Budget Actions summarizing all Library Commission budget actions is included with the memo.

Edgar Lopez, Department of Public Works, said DPW is following the MOU and it holds them accountable. He said it is good to document the decisions that are made. He said they have added a second project manager and increased the coordination of the drawings and specifications to make sure we reduce the number of errors and omissions and change orders when we get into construction. He said the team is working effectively.

Public Comment

An anonymous citizen said this is an interesting report and was last presented to the Commission on June 25, 2008. He said at about the same time there was a proposal before the Commission to authorize changing the scope of the Bayview Branch. He said the Real Estate Department was going to negotiate on the Commission's behalf. He said he was a little bit shocked that the Commission had not been told that a Purchase Agreement for a parcel was on the Board of Supervisor's agenda this past Tuesday. He said the Commission should be reviewing and approving the MOU because the MOU includes policy issues.

Peter Warfield said he hoped the Deputy City Librarian was not going for a record since that was an extremely rapid reading of the material presented. He said it would be very useful to get clear which of these projects is to be LEED certified and which is not. He said at the California Library Association meeting there was one library that had a successful bond measure passed and was proudly proclaiming that all of its renovated libraries were planned to be LEED certified. He said he has not heard a clear and comprehensive statement where this library plans to go on its projects. He said the A3. Revised Schedule could be more clear and legible with cross hatching or some other means to make it clearer especially if it is printed in black and white.

Commission Discussion

Commissioner Lee asked whether the library has received any developer fees.

Jill Bourne, Deputy City Librarian, said we have not yet received any fees and there is not a set schedule to receive them.

Commissioner Kane asked if there was any provision of the MOU that the Library would like to see changed from a structural point of view.

Jill Bourne, Deputy City Librarian, said that through the work being done on the MOU processes they have been able to change the reporting structure and she does not see any need for changes to the structure of the MOU at this time.

Luis Herrera, City Librarian, said the MOU has helped to solidify the processes on the schedules and get us on track. He said there haven't been any surprises but things have gotten better with the partnership with DPW and he said it is a very good tool for the library.

Commissioner Kane said he would like to have a report once a year on the audit and how we are doing with respect to those issues.

AGENDA ITEM NO. 3. BOND PROGRAM MANAGER'S REPORT

Lena Chen, Bond Program Manager, said there are no informational or special reports this month. She said as of 10/16/08 the approved budget was $153,110,196. She said the Commission approved the Lease Revenue Bond package and it was approved by the Capital Planning Committee on October 20 and also approved by the Board of Supervisors Budget and Finance Committee on November 12.

Luis Herrera, City Librarian, said they realize they have a very tight schedule for the approvals for the revenue bond process and it is moving along very well. He said it had its first reading at the Board of Supervisors on Tuesday, November 18 and the second reading will be Tuesday, November 25, so the Commission will continue to be apprised of the process.

Lena Chen, Bond Program Manager, said the schedule report shows the schedule for the 16 active projects approved by the Commission in September. She said there is no change to the schedule this month. She gave the status of the program and said that 6 property acquisitions are complete and 1 is pending for the Bayview Branch; 8 projects are complete and open; 6 projects are in construction and 9 branches are in planning and design and 1 branch, Parkside was advertised on November 4 and bids are due December 3. She showed photographs and gave reports on projects in construction including Richmond; Portola, which will be complete next week; Ingleside; Bernal Heights, Eureka Valley, and Potrero. She said Parkside is in the bid phase. She said approximately 40 people attended the pre-bid conference which is very unusual. She said they are hoping to receive more competitive bids.

Luis Herrera, City Librarian, said one of the elements included in the MOU was to have more outreach on the city competitive process so we are hoping this will result in a more competitive bidding process.

Lena Chen, Bond Program Manager, gave an update on projects in design including Visitacion Valley; Anza; Ortega; Merced; Bayview; Park; Presidio; Golden Gate Valley and North Beach. She gave the summary

of public outreach and said there was a Bayview Community meeting on November 19 and there will be community meetings in Golden Gate Valley on December 2 and North Beach on December 17. She said on November 21 the Noe Valley branch will receive the Governor's Historic Preservation Award.

Public Comment

An anonymous citizen said the reports continue to improve. He said the report would be clearer if it was printed in landscape four to a page. He said it would be nice to see in print the change order totals. He said there has been another dramatic development to the City's bond atmosphere. He said at the Capital Planning Committee on Monday a program was introduced to set up a revolving fund to advance contractors part of the bond so that contractors who have marginal bonding capacity will have some of the risk absorbed by the city. He said it will make it more advantageous for contractors to get full bonding. He said this is a development that may help the library in the long run.

Peter Warfield said the previous speaker suggested a way to get the boxes bigger on the handouts. He said three to a page would be a better solution. He said the summary of public outreach does not seem to have included the meeting with the Haight Ashbury Neighborhood Council. He said he was disappointed that nobody from the BLIP program attended the meeting.

Commission Discussion

Commissioner Lee said he was very pleased to hear the report from DPW about the streamlining of the bidding process and that there are more than the usual number of bidders. He said there is a summary of projects funded to date.

Lena Chen, Bond Program Manager said the amount listed under Budget to date is the expenditure to date and the approved number is the funded to date. She said the expenditure to date includes architectural and engineering and pre-construction costs

Commissioner Lee said the Park Branch has a budget of $1.6 million and $389,000 has been spent on soft costs. He said that seems to be exceedingly high for the soft costs.

Lena Chen said she would report back with more information on the expenditures for the Park Branch.

Commissioner Kane confirmed that there are no changes to the schedule or budget from the last meeting. He asked about the reference on projects in design in assessing impacts due to obtaining LEED Silver.

Jill Bourne, Deputy City Librarian, said there are 10 projects with LEED impacts and we should delete that bullet from the report because the

impacts to the budget have already been included in the projected budget amount.

AGENDA ITEM NO. 4. ADJOURNMENT

MOTION: by Commissioner Harris, seconded by Commissioner Lee to adjourn the regular meeting of Thursday, November 20, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 4-0 (Gomez, Harris, Kane, and Lee).

The regular meeting of November 20, 2008, of the San Francisco Public Library Commission adjourned at 5:30 pm.

Sue Blackman
Commission Secretary

Please note: These are draft minutes subject to revision by the Public Library Commission. Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733.

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

LIBRARY CITIZENS ADVISORY COMMITTEE
Room 278 City Hall
One Dr. Carlton B. Goodlett Place
San Francisco, California 94102

415 391 0737

November 19, 2008

NORTH BEACH LIBRARY: NEW SITE, OPEN PROCESS

The Board of Supervisors Library Citizens Advisory Committee tonight passed the following resolution:

The Library Citizens Advisory Committee has carefully examined the pros and cons of the proposed sites for the North Beach library and has considered the perilous credit climate, the prospect of decreasing property values, the lack of Recreation & Park Department funds for Joe DiMaggio park development in the foreseeable future, and the time-consuming environmental impact report scheduled.

Therefore, we recommend that the Board of Supervisors and both departments take a fresh look at the project, including consideration of other locations for the library, and initiate a process that is open and transparent, and includes meaningful neighborhood input and consideration of neighborhood concerns.

San Francisco Public Library

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SAN FRANCISCO
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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of November 20, 2008

(As amended and approved at the Regular Meeting of January 15, 2009)

The San Francisco Public Library Commission held a regular meeting on Thursday, November 20, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:33 pm.

Commissioners present: Gomez, Harris, Kane, and Lee

Commissioners excused: Chin, Del Portillo and Munson.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said a citizen, Richard Rothman, once addressed the Commission and told them that the Science Section told him he could check out materials over night only if he was a corporation but not as a member of the public. Mr. Rothman said he was astounded that they treated members of a corporation and members of the public differently. He said there was an astute Commissioner at the time who calmed Mr. Rothman down and found out that it in deed was the library's policy and so she had it changed. He said that Commissioner was Lonnie Chin, but that was a long time ago and she never did it again. He said the point is even Commissioner Chin had to be indoctrinated. He said it shows that we have taken the virtues we have as a democratic institution and we have thrown that away for the virtues of a corporation because of the pittance the Friends and Foundation give the Library and the idea that it is all about the denial of humanity. He said the lies cost more than the money.

Sue Cauthen, Chair of the Library Citizens Advisory Committee (LCAC) said the LCAC passed a motion about the North Beach library at its meeting last night. She asked that it be included with the minutes.
She said LCAC had a presentation from the Manager of Capital Planning at the Recreation and Park Department and they found out that Recreation and Park is not going to have any money to upgrade the park for a long time to come. She said the representative from the Recreation and Park

Department said they expect the Library to pay for the plaza between the library and the park as well as the demolition of the existing library building. She said the LCAC considered the credit climate and other aspect and recommends that the Board of Supervisors and both departments take a fresh look at the project, including consideration of other locations for the library, and initiate a process that is open and transparent, and includes meaningful neighborhood input and consideration of neighborhood concerns.

Derrick Toronto said he lives on 24th Street around the corner from the Noe Valley Branch Library. He said thanks to the Commission for adding the new Sunday hours to the branch. He said that library is now a playground and a social hall for teenagers. He said while the Noe Valley Branch was closed for renovation he went to the Mission Branch and they had a problem over registering for the computer. He said he made a recommendation and they implemented it. He said they are having similar problems at Noe Valley and the issue is still not resolved. He asked the Commission to remove the Branch Manager from Noe Valley and place her in a different branch. He said she cannot control the environment. He said the kids in the branch are allowed to scream and yell and the teenagers use it as a social hall. He apologized for approaching another patron last week about the noise of her child. He again asked that the Branch Manager be removed.

Peter Warfield said he attended the California Library Association conference last weekend in San Jose. He said it was extremely interesting. He said the LCAC did pass a resolution regarding the North Beach Branch and basically suggested throwing the whole process open again for reconsideration since the funding has changed. He said there was general concern about the sites being considered. He said he was glad the previous speaker noted the expanded hours but the fact is his efforts and those of other library user advocates were very crucial in creating those increased hours. He said the City Librarian repeatedly opposed expanding hours and the library finally followed through with the Board of Supervisors' direction to expand the hours.

AGENDA ITEM NO. 2. MEMORANDUM OF UNDERSTANDING BETWEEN LIBRARY AND DEPARTMENT OF PUBLIC WORKS REGARDING BRANCH LIBRARY IMPROVEMENT PROGRAM

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program scope, schedule and budgets. She said a revised version of Attachment A1, shows the funding that is expected as a result of the lease revenue bonds and is included with the memo. She said when the funds are received staff will bring back an update to the Commission that shows the allocation of those funds to the individual project budgets. She said the revised Program Scope consists of 16 renovations, 8 new buildings, and the completed support services facility. She said a revised version of Attachment A2, is included with the memo. She said on September 18, 2008 the Commission approved a revised forecast schedule for all remaining projects and a revised version of Attachment A3, is included with the memo. She said on October 16, 2008 the Commission approved an action to alter ten project budgets and the program reserve by transferring LPF funds (totaling $5,747,210) to the Branch Library Improvement Program. She said an updated version of Attachment A4, Budget Actions summarizing all Library Commission budget actions is included with the memo.

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Commission Discussion

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Jill Bourne, Deputy City Librarian, said there are 10 projects with LEED impacts and we should delete that bullet from the report because the impacts to the budget have already been included in the projected budget amount.

AGENDA ITEM NO. 4. ADJOURNMENT

MOTION: by Commissioner Harris, seconded by Commissioner Lee to adjourn the regular meeting of Thursday, November 20, 2008.

Public Comment

There was no public comment on this item.

ACTION: AYES: 4-0 (Gomez, Harris, Kane, and Lee).

The regular meeting of November 20, 2008, of the San Francisco Public Library Commission adjourned at 5:30 pm.

Sue Blackman
Commission Secretary

Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733.

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immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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Gavin Newsom
Mayor

Jewelle Gomez
President
A. Lee Munson
Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: **Thursday, December 4, 2008**
TIME: **4:30 PM**
PLACE: **Koret Auditorium, Main Library, lower level**

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. PEER REVIEW OF PROPOSED DESIGNS FOR THE BAYVIEW AND GOLDEN GATE VALLEY BRANCH LIBRARIES **DISCUSSION**
(Presentation and discussion of peer reviews of proposed designs for the Bayview and Golden Gate Valley Branch Libraries).
Explanatory documents: Peer reviewer bios; proposed Bayview Branch design handout; Bayview Branch Frequently Asked Questions; proposed Golden Gate Valley Branch design handout; and Golden Gate Valley Branch Library Frequently Asked Questions.

3. CITY LIBRARIAN'S REPORT by Luis Herrera **DISCUSSION**
(This item is to allow the City Librarian to report on recent Library activities and make announcements). The City Librarian will give updates on the following topics: Recognition of 2008 Library retirees; Hormel Center; Celebrating Extended Hours and Services; and highlights on exhibitions and programs.
Explanatory Document: Hormel Center presentation.

4. FRIENDS OF THE LIBRARY REPORT **DISCUSSION**
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

5. FISCAL YEAR 2009/10 LIBRARY BUDGET **DISCUSSION**
(Presentation and discussion of the Fiscal Year 2009/10 Library Budget process and priorities)
Explanatory document: FY 09/10 Budget Priorities

6. LABOR UNION REPORT **DISCUSSION**
(This item is to allow representatives of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

7. APPROVAL OF THE MINUTES **ACTION**
Presentation, discussion and possible action to approve the minutes of the regular meeting of November 6, 2008.
Explanatory document: draft minutes.

8. APPROVAL OF THE MINUTES **ACTION**
Presentation, discussion and possible action to approve the minutes of the regular meeting of November 20, 2008.
Explanatory document: draft minutes.

9. ADJOURNMENT (requires motion and public comment) **ACTION**

Sue Blackman, Library Commission Secretary, 12/1/08

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor; Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org/librarylocations/libcomm/2008agendas.htm. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site sfgov.org/ethics.

Sue Blackman, Commission Secretary 03/29/07

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of December 4, 2008

Gavin Newsom
Mayor

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Vice-President

Lonnie K. Chin
Carlota del Portillo
Al Harris
Larry Kane
Mel Lee
Commissioners

Luis Herrera
City Librarian

Sue Blackman
Commission Secretary

The San Francisco Public Library Commission held a regular meeting on Thursday, December 4, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:38 pm.

Commissioners present: Del Portillo, Gomez, Harris, Kane, Lee and Munson.

Commissioner Chin arrived at 5:30 pm.

Luis Herrera, City Librarian, said he wanted to acknowledge some of the staff members who retired in the last fiscal year and who are in attendance. He recognized Grace Ruth with 42 years of service; Edwina Tengco with 20 years of service and Margaret Faubion with 15 years of service. He each of them certificates and thanked them for their service to the library and people of San Francisco.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said that he is just as much interested in the mechanisms of dehumanization as he is in the public library. He said the public library and our ideas about democracy and universal education were supposed to be the mechanisms that broke through the dehumanization and barriers in our society that were characterized by class and loss of opportunity. He said it is problematic that we now understand that education and access to information is only a partial solution, because it is really access to the truth that is more important. He said R.D. Laing is the intellectual who mapped the territory of how the psychological mechanisms worked to dehumanize people. He said the Robber Barons of the 21st century are starting to mimic the Robber Barons of the 20th century. He said the reason we know this is that the mechanisms are the same. He said at the beginning of the 20th century people were barred from redeeming their social and cultural life

Peter Warfield said the library has a book called What Every Librarian Should Know about Electronic Privacy. He said he recommends it to anyone interested in the subject or in RFID. He said there is a 27 page

chapter on RFID which he does not endorse entirely but he was pleased to see his name as well as others who had a serious concern with RFID at the time the Library tried to install it. He said a lot of the literature available in the library unfortunately throws a blanket over the names of the individuals and groups who have opposed RFID. He said in that respect this book is a step forward. He said there is another book he has mentioned before entitled "Spy Chips: How Major Corporations and Government Plan to Track your Every Move with RFID." He said to his knowledge it is the only serious entire book on the subject of the very serious privacy threats that RFID poses. He said this Commission voted two years in a row for funding for this technology. He said fortunately a lot of people successfully got the Supervisors to not fund this problematic technology. He said this book is unfortunately not in the library's collection and he said this is a very serious gap. He said the book ought to be in the collection.

Donna Bero, Friends of the Library, said due to the very full agenda she will not give a Friends Report as stated on the agenda but she had two things she wanted to tell the Commission about. She said on Monday, December 8, the new United States Poet Laureate, Kay Ryan will be speaking at Fort Mason at 7:00 pm and everyone is welcome. She said this is a spectacular opportunity to see a true national treasure. She said on November 21 in Sacramento the Library was awarded the Governor's Historic Preservation Award for the Noe Valley Library Branch. She said it was a wonderful reception that State Librarian Susan Hildreth, Luis Herrera and others attended. She said it was wonderful moment and something that the Commission should be proud of. She presented the award itself to the City Librarian.

Luis Herrera, City Librarian said this is a team effort and said that the Commission along with the architects submitted the application for the award.

Melissa Riley said there would not be a Labor Union Report at today's meeting.

AGENDA ITEM NO. 2. PEER REVIEW OF PROPOSED DESIGNS FOR THE BAYVIEW AND GOLDEN GATE VALLEY BRANCH LIBRARIES

Lena Chen, Bond Program Manager Branch Library Improvement Program, said they will be discussing two branches in the peer review today. She said a response to the comments received today will be presented to the Commission at a future meeting. She gave the background on the new Bayview/Anna E. Waden branch and said it was the 13th branch of the San Francisco Public Library System. She said in June 2008 the Commission voted to explore property acquisition for a new library. The branch was changed from a renovation with expansion to a new library facility on the site of the existing building and adjacent property. She said the new library will be approximately 9,000 sq. ft.

Kacey Jurgens, Thomas Hacker Architects, Inc. gave a presentation on the early schematic design and the scope of the project. She said there are sustainable building goals and an integration of art into the project. She showed the developed floor plan and explained the areas for children, teens and adults. She said the courtyard would have seating and trees and could be used after hours. She said they were proposing a movable wall between the children's room and community room to make the areas larger or smaller as needed. She said one of the concerns they have heard is about the entry and whether it has enough punch. She said they have made some changes to help mark the entrance area.

Brian Bannon, Chief of Branches, said the library has standards in place for things like durability and maintenance and that we want designated areas for programming, teens, children and adults. He said there is also a process for working with the community to hear about priorities and desires for the branch. He said the courtyard allows for more program space. He said he knows this will be a very busy branch so the librarians from the branch, security, maintenance, and information technology staff have all been involved with the design process. He said as a design team they are very satisfied with the design at this time.

Lena Chen, Bond Program Manager, introduced the Peer Reviewers. She said Carol Simmons has been the Director of the Daly City Library since 2003. She said she holds a M.S., L.I.S. degree from the University of Illinois in Urbana-Champaign and a B.A. from the University of Notre Dame. She said Mark Cavagnero, FAIA, is the Founding Principal of Mark Cavagnero Associates, which he began in 1992. He holds a Bachelor of Arts degree from Harvard University and a Master of Architecture degree from the University of California, Berkeley.

Carol Simmons, Director of the Daly City Library, thanked the Library staff for inviting her to participate in the process. She said the new proposed branch provides a wonderful opportunity for the library. She said she particularly likes the idea of a living roof and would like to see complimentary landscaping on the roof and in the courtyard. She said she likes the proposed use of the African art motif and colors. She said it would also be wonderful to have a reference in the building to the shipbuilding history of this neighborhood. She said the general layout is very thoughtful but she would recommend a few changes. She said the staff work area might be better located length wise along Revere Avenue. She recommended having decorative bike rakes along the wall. She recommended carving out a soft space and an area for a parent/teacher collection. She said the meeting room space might benefit from a partition to break it up for smaller meetings. She recommended having a counter sink and cabinet that allows for refreshments. She recommended possibly radiating the stacks from the entrance to the interior. She said having a teen space is very important. She said she loves the interior courtyard and there are lots of possibilities for the various spaces.

Mark Cavagnero, Mark Cavagnero Associates, said thank you for inviting him to participate in this very informative and thoughtful process. He said he likes the overall design and the thoughtfulness and care that went into it. He said he agrees with not retaining the existing building and replacing it with a new building. He said he likes the imbedded courtyard and he likes adding daylight to the building. He said he likes the idea of the lightness of the massing. He said the existing building is very heavy. He said he was originally concerned about the corner entry but the more he looks at it the more he is convinced it is a very strong thing to do. He said he likes the inherent flexibility of the spaces. He said he likes the goal of having really balanced light in public spaces and minimizing glare. He said he likes the idea of rotating the shelving and tables 90 degrees from the Third Street side to provide views to the courtyard. He said the courtyard could be an organizing element in the building. He said he would like to see the public art component incorporate the landscaping elements of the roof and the courtyard. He said he would like to see the African motifs expanded into the landscaping.

Commissioner Chin entered the meeting.

Public Comment

Rhonda Winter, a Bayview resident, said she has been to all of the meetings and she wanted to express her appreciation for the process. She said the library is the heart of the neighborhood. She said it has been really exciting seeing the transformation of the design. She said the architects have incorporated a lot of feedback from the community. She said thank you to the Commission for approving the purchase of the adjacent property. She said this shows a vision for the future and investing in the youth in the neighborhood and she has nothing but praise for the work that has been done and the whole process.

An anonymous citizen said he congratulated Luis Herrera for recommending that public comment be heard on this item prior to continuing on to the next Peer Review. He said the purchase of the property has yet to be approved by the Board of Supervisors. He said it is a vacant commercial space that changed hands in February, 2005 for $650,000 and once before that in June, 2002 for $350,000. He said he hopes the Commission will insist on some sort of report on purchasing the property at almost $1.2 million. He said that the design was compatible with the neighborhood and gave a sense of openness. He said there is very little area to sit down and talk to people. He said there was a great deal of material presented to the community and he wondered if that information was presented to the Peer Reviewers as well.

Lydia Vincent, a Bayview resident, said she is very excited about the project. She said Bayview is going through a lot of redevelopment and the community welcomes a brand new building and that it flows into the revitalization of the community. She said the community is very excited about being a part of the process at the onset. She said it is wonderful working with Linda Brooks-Burton and Brian Bannon on this project.

Verga Newman, said she operates a faith-based after school program, and said they have a very strong relationship with the Bayview Library. She said they are ecstatic about having a brand new library. She said the room was overflowing with people at the community meetings. She said everyone had an opportunity to express themselves. She said it was an invigorating meeting and showed how the community can come together and express diverse ideas and come to a consensus. She said she will be involved in the fundraising efforts as well. She said she is looking forward to the Black History celebration at the library and the fact that the branch is now open on Sundays.

Rita Collins, resident of Bayview/Hunters Point, said she agrees wholeheartedly with most of the things already said. She said she was really happy with the design and that it incorporates so many of the ideas from the community. She said she supports the current design. She said the courtyard area is really important to the community. She said thank you for the process and the community involvement.

Peter Warfield said the design looks interesting and he is glad there is a process that the people in the community approve. He said the total square footage looks like it is going up about 40% and yet the adult seats have been reduced from 32 to 30. He said the children's seats have been increased from 19 to 22 and the teen space seats have gone from 3 to 6. He said the total seating has only gone up from 54 to 58 and that concerns him. The shelving provides a very small amount for adults a big increase for the teens and a very modest increase for the kids. He said he doesn't see any mention of reference desks in the plans at all. He said there is an emphasis on self-service check out and he would like to hear more about that.

Commission Discussion

Commissioner Lee said the design is excellent. He asked about the inner courtyard and said we might be able to increase the adult seating area if the courtyard were slightly smaller.

Kacey Jurgens, said they believe the courtyard size is the right size to bring light in and to actually be able to do things in the courtyard. She said the number of new computer seats also adds to the number of adult seating.

Commissioner Lee said he likes the idea of an expandable meeting room. He said he loves the green roof but he is concerned about the maintenance. He said he loves the exterior of the building.

Kacey Jurgens said they are planning for the maintenance of the roof.

Commissioner Del Portillo said she imagines all the bridges and links that can be made to the schools, the community, senior citizens and developing intergenerational programs. She likes the location of the

children's section. She said she is delighted with the courtyard space. She said it is innovative and a lot of good things can happen there. She said she is concerned about the green roof. She said City College's new building on Ocean Avenue was well meant but it is now all brown and there needs to be some way to keep it looking good.

Brian Bannon, Chief of Branches said staff will report back to the Commission with more specifics on the maintenance of the green roof and other issues. He said you will be able to see the green roof of the building from the inside of the building.

Commissioner Munson said he likes what he sees a lot. He said he would like to see more flexibility and additional seating.

Brian Bannon, Chief of Branches, said the priority for this branch was to expand the teen space and to make the children's area more interactive, but they would look at the possibility for more adult seating.

Commissioner Kane said the key to this branch is the inside courtyard. He said the community wanted this courtyard but it is a high risk high reward idea. He said Bayview has the best weather in the area, but in Noe Valley they have a courtyard and no one goes out there because it is always foggy. He said he is not sure if other branch libraries are maintaining their courtyards. He said this one will have to be maintained because it is inside the library. He said it might be possible to do a glass ceiling over the courtyard. He said he loves the design of the building and hopes that it will all work out.

Commissioner Del Portillo said if you had a movable wall around the community room you could have additional seating in that area. She said she wants to protect the children's area.

Commissioner Chin said the building is very elegant and looks magical. She said she is concerned about the maintenance of the green roof.

Commissioner Del Portillo left the meeting.

Lena Chen, Bond Program Manager Branch Library Improvement Program gave a project description of the Golden Gate Valley Branch Library. She said Golden Gate Valley is a Carnegie Library built in 1918. She said it meets the criteria for landmark designation and will be nominated when the work is completed. The project will be a renovation of the 6,500 sq. ft. library with a small addition of approximately 700 sq. ft. She said the building will have LEED Silver certification for the interior. She said the project budget is estimated at $11 million. She said the branch is scheduled to start construction in the fall of 2009 and open in the summer of 2011. She said the architects for the project are Tom Eliot Fisch/Paulett Taggart Architects. She gave a brief biography of each of the firms.

Paulett Taggart said the Golden Gate Valley Branch Library is on the corner of Green and Octavia. She said there is a small courtyard on the west side of the building. She showed photographs and explained details of the building. She explained the proposed renovation. She said it will receive seismic, accessibility and mechanical upgrades. She said there will be a small addition with a secondary entry separated from the main building with a glass slot.

Bobbi Fisch said the existing building is beautiful and they will be refreshing the interior. She showed drawings of the existing floor plan and the proposed floor plan. She said the program room on the lower level will remain and they will add two additional restrooms. She said the upper level will include the adult, teen and children's sections. She said currently there is not a designated teen area. She said the work room will approximately double in space.

Brian Bannon, Chief of Branches, said the architects have been provided with background documents and specifications of size. He said they are very happy with the new configuration of spaces in the building. He said they are very excited about the teen space. He said they heard feedback from the community that the historic integrity of the building was really important. He said the solution for the ADA requirements is very exciting.

Carol Simmons, Director of the Daly City Library, said she is very impressed with the thoughtful and lovely design for this beautiful classic branch. She said this is a well planned renovation. She said the exterior of the branch is beautiful and very clean looking. She said she would suggest trimming the trees because they do obscure the building from the street. She said the proposed ADA access is both elegant and subtle. She said the community space will be able to be used when the rest of the library is closed. She said the up lighting from the top of the stacks and the pendant lighting from the ceiling will be a great improvement from what is currently there. She said maybe they could switch the shelving area with the seating area to provide a more quiet reading space. She said the reserve section might be better in the adult area. She said she is very happy the project includes a teen area. She said the staff area on the main floor is very well planned. She said she would like to see the pipes covered in some way to match the ceiling.

Commissioner Lee left the meeting.

Mark Cavagnero said he likes the work he has seen so far very much. He said he likes the entry. He said the court could use more identity or presence from the street. He said lighting and paving would be important for the courtyard. He said where possible it would be nice to make the interior more contemporary with color and furnishings. He said if possible art work could be borrowed from museums or galleries. He said he would like to see more freshness to the color of the ceiling.

Public Comment

An anonymous citizen said it was better to allow public comment on each of the branches having peer reviews. He said there are so many issues surrounding this library. He said honoring the historical preservation and the traditions of the past is one of his pet themes. He said he applauds the solution of the handicapped access. He said while you want to freshen up the building you want to preserve the patina of tradition.

Peter Warfield said he is extremely disappointed that basic square footage such as total square footage and what is allocated to adults, teens and kids seems to be completely missing from this. He said it does show square footage for the program room, the staff work room, etc. but the basics are not shown. He asked how much was being paid for this and said the handouts were completely illegible. He said he would like to know if the Commissioners have received the same handouts. He said he would like to know what is being planned with respect to the reference desk, the square footage and all the other things that may or may not be listed in the chart.

Sue Cauthen said the print on the handouts is so small it is hard to read. She also said that both libraries have an upper budget level and a different budget level that was higher, so she said she was confused on the budget amount.

Commission Discussion

Commissioner Munson asked about the stage of design development.

Brian Bannon, Chief of Branches, said that the project is in design development. He said the different stages are pre-design or conceptual design; schematic design or design development; and finally construction documents. He said at this point they are ready to move on to construction documents.

Commissioner Chin asked about the budget going from $5 million to $11 million.

Brian Bannon said a large part of the cost in the project is the ADA requirements and the retrofitting that needs to take place. He said they would be happy to provide more information on this when they come back with the Peer Review response.

Luis Herrera, City Librarian, said the Commission has transferred funds into this project. He said there have been escalation costs included.

Commissioner Chin asked if there were representatives from the community present on this project.

Steve Harris, resident of Cow Hollow said he is a member of the Board of the Friends but that he is speaking as an individual. He said the architectural integrity to the building is of the utmost concern to the community. He said since the library will be maintaining a traditional use for this branch, this is a very creative design. He said the issue of noise control has been discussed and he hopes that is being addressed. He said the community appreciates that this is an expensive project but it is a unique architectural treasure.

Commissioner Kane left the meeting.

AGENDA ITEM NO. 3 CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian, recognized the 2007-2008 library retirees some of whom were recognized at the beginning of the meeting. He said the retirees were Grace Ruth, Librarian II, 42 years; Betty Gibson, Library Tech Asst. I, 41 years; Dennis Maness, Librarian III, 41 years, Cheryl Delamere, Librarian I, 38 years; Stanley Carroll, Librarian II, 21 years; Annie Fitzpatrick, Library Tech Asst. I, 21 years; Edwina Tengco, Executive Secretary II, 20 years; Arthur Cheroske, Librarian I, 15 years, Margaret Faubion, Librarian I, 15 years; Herbert Moore, Custodian 12 years.

Kathy Lawhun, Chief of Main, said Karen Sundheim has been the Manager of the Hormel Center for almost one year now. She said she has enhanced the programming, the collections and the partnerships with the Hormel Center.

Karen Sundheim gave an overview of the Hormel Center. She said it was established in 1996. She said it collects, preserves, and provides access to material on all aspects of the lesbian, gay, bisexual and transgender experience. She said there are more than 13,000 books, 850 films, 52 archival collections, and collections of periodicals, music and other items. She said a current exhibit in the center is the Harvey Milk exhibit. She showed photographs of the Center, some of the exhibitions and some of the programs. She talked about upcoming programs and events and she showed the website.

Luis Herrera said that Karen is doing a great job in managing the Hormel Center.

Brian Bannon, Chief of Branches, gave an update on the branch library expanded hours. He said people were very excited about the expanded hours and that patron counts were up. He said they will report back with a more detailed presentation.

Marcia Schneider, Chief of Communications, Collections & Adult Services gave an update on Exhibitions and Programs. She said the Harvey Milk Private Life/Public Life exhibit is on display in both the Hormel Center and the San Francisco History Center through January 10. She said the 30th Anniversary of the Establishment of China – U.S. Diplomatic Relations is

in the Jewett Gallery from December 12 – January 15. She said the third annual Holiday Train is in the Fisher Children's Center from December 7 – January 9. She said there is public programming including holiday wreath making, eco friendly projects, Christmas time spirituals, and Kwanzaa night. She said the Library of Congress Experience event will be on December 11 in the Latino/Hispanic Community Room and U.S. Poet Laureate Kay Ryan will be attending and briefly reading. She said on November 23, the 20th annual Unsung Heroes event took place. She said President Gomez was the keynote speaker and that she gave a moving tribute to the recent election and the power of being an activist. She said about 7300 people participated in the One City One Book program.

Public Comment

An anonymous citizen said he would have liked to have public comment on the retiree honorees who attended the meeting at the beginning of the meeting. He said he was surprised that Grace Ruth retired with that amount of seniority. He said he would have liked to have heard some comments from her and been able to heap some phrase on her. He said he hopes that the Commission will inquire about the status of the cataloging of the Hormel Center collection. He said in recent years there have been articles about the accessibility of the collection.

Peter Warfield said it would have been nice to comment and hear from the retirees who were present at the beginning of the meeting. He said it is a tribute to the library that so many librarians have stayed as long as they have. He said one of the retirees Cheryl Delamere just sparkled and it was wonderful to go ask her anything about Art & Music. He said the phrase about collecting, preserving and having access to materials in the Hormel Center has not always worked out as well as one hoped. He said a few years ago he did some research and found that three major collections that had been given to the library had not been processed after 13 years. He said he is glad patrons are using the additional hours in the branches and he is glad that he and others were able to push to get those hours.

Commission Discussion

President Gomez said there has been a revivification of the Hormel Center Endowment Committee which will be doing work on a lot of different things including cataloging for the Hormel Center. She thanked Karen Sundheim for the amount of work she has done in the short time she has been at the Hormel Center. She said the Hormel Center has sprung to life with programs and exhibits. She said the Milk exhibition really engages people.

ITEM NO. 5 FISCAL YEAR 2009/10 LIBRARY BUDGET

Luis Herrera, City Librarian, said this is an update on the early stages of the 2009/10 budget process.

Maureen Singleton, Budget Manager, gave an update on the budget climate for San Francisco. She said the Mayor's Office has been working with the general fund departments to identify mid-year reductions She said currently the Library has not been impacted by this shortfall. She said additional reductions may be required before the end of this fiscal year. She explained the projected budget timeline and said it is projected because they do not have all of the instructions from the Mayor's Office yet for the budget next year. She said she made estimates based on previous years. She said they will come back to the Commission on January 15 with a preliminary budget proposal. She said they will bring the budget back to the Commission in February for final action. She explained the process following the Commission's action.

Luis Herrera, City Librarian, said it is a very serious budget climate. He said the Library is planning a very practical and prudent approach to the budget. He said the Library does have a healthy reserve. He went over the budget priorities under services, programs and outreach.

Jill Bourne, Deputy City Librarian, said other budget priorities are targeted technologies and library collections. She went over the priorities under those categories.

Luis Herrera, City Librarian, said Facilities and Asset Management and Public Safety and Security are other priorities.

Jill Bourne, Deputy City Librarian, said the last category under budget priorities was workforce development and said it is both internal and external.

Luis Herrera said that not all of the items discussed have cost impacts. He said Maureen Singleton is doing a fabulous job managing the budget and he said we are in good hands with budget development.

Public Comment

An anonymous citizen said he attended a presentation by the Controller to the General Bond Obligation Committee. He said he hopes the Commission will be as disturbed as he is to learn that they were just as vague and noncommittal as the presentation they just heard. He said nobody knows what is going to happen or how bad it is going to be. Even the Controller is taking a wait and see attitude. He said it may get so strained that it will affect the library's budget. He said he is happy that the library is finally looking at programs for baby boomers. He said he hopes the enhanced print collection will be a very high priority.

Peter Warfield said he thought there was a clear statement from the City Librarian that the library's income might go down in one or both of the categories from which it gets monies. He said it is incumbent upon the Commission to find out what the expectations are. He said with respect to the priorities, he doesn't see specific priorities. He said he was a little

disappointed to see library collections in the third of multiple windows or pages. He said he has heard that the library's circulation has been increasing. He said books and prints are being used more than ever. He said he would like to see more art book circulation, more reserve only new materials, and bibliographic education to patrons with regards to library resources. He said he would like that to be a very high priority.

Commission Discussion

Commissioner Chin said she is interested in more information on the laptops included in the budget.

Jill Bourne, Deputy City Librarian, said that there will be pilot program on checking out laptops. She said it will begin at four branches. She said research has been done on what other libraries have done and after three months they will review the pilot program. She said they are looking at low cost laptops.

Luis Herrera, City Librarian, said the pilot program was approved for the current year's budget. He said this is nothing new to libraries and we will be able to provide access to those who don't have computer access.

President Gomez said her priorities are the temporary services and outreach which will be key to our community connections and goodwill. She said partnerships with other entities are very important to her. She said she is happy to see ADA accessibility a priority. She said she is happy to see enhancement of the print collection and she depends on staff to determine how that is done. She said downloadable content is very important. She said public safety and security, workforce development and leadership development are also very important to her.

AGENDA ITEM NO. 7. APPROVAL OF THE MINUTES OF NOVEMBER 6, 2008

An anonymous citizen said the minutes show strong points and weaknesses. He said the point of the anonymous citizen's comments on page 1 was the pressure on the Library Commission to stick to the original story and as part of those corporate, philanthropic values they say do not be distracted by information, sympathy, process or other social values. He said the minutes say that he said that and not the corporate philanthropic values.

Commission Recessed at 7:59 pm and Reconvened at 8:01 pm.

Peter Warfield said these minutes are pretty good, but there are things he would like corrected of page 3 the name of the organization he is Executive Director of is the Library Users Association nor "User" and he would like that corrected. He said there is a difficulty in the minutes generally in reporting on the history of the extended hours. He said in the 2005/06 budget year the Library had a huge surplus and he and others urged the library to provide funding for additional hours. He said

$480,000 was given in the budget for additional hours and the City Librarian repeatedly told that Committee, I cannot recommend adding any hours. The money was allocated, but not a single minute was added that year using that money. He said on page 5 he said it is appropriate to include "the Supervisors appropriated $480,000 and the City Librarian opposed adding any hours." He said on page 8 it says "The City Librarian in the past asked that no more hours be added" but he would like to see added "and in fact refused to use money allocated for that purpose in 2005/06."

An anonymous citizen continued his comments before the recess and said that on page 2 Tess Wellborn said that she had been told that the Friends and Foundation were in charge of the furniture and fixtures and he said just because the Friends give money does not mean that it is not the library's decision on how it is spent. He said on page 6 Commissioner Del Portillo talked about the difficulty of reaching people who wanted information on citizenship with a website and that she was concerned that the library was not outreaching to that community. He said on page 8 the minutes say that Commissioner Munson asked the anonymous citizen to stay on topic. The anonymous citizen said that may have been what Commissioner Munson implied, but what he really said was that the anonymous citizen's comments were not relevant to the discussion.

MOTION: by Commissioner Harris, seconded by Commissioner Munson, to approve the minutes of November 6, 2008 with a correction to page 3 to read "Library Users Association" instead of "Library User Association."

AYES: 4-0 (Chin, Gomez, Harris, and Munson)

President Gomez said agenda Item No. 8 approval of the Minutes of November 20, 2008 will be carried over until the next meeting.

ITEM NO. 9. ADJOURNMENT

MOTION: by Commissioner Chin, seconded by Commissioner Munson to adjourn the regular meeting of Thursday, December 4, 2008.

Public Comment

There was no public comment on this item.

AYES: 4-0 (Chin, Gomez, Harris, and Munson).

The regular meeting of December 4, 2008, of the San Francisco Public Library Commission adjourned at 8:07 pm.

Please note: These are draft minutes subject to revision by the Public Library Commission. Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 6th floor, Main Library, 100 Larkin Street, San Francisco, CA 94102-4733

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

San Francisco Public Library

GOVERNMENT DOCUMENTS DEPT
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SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of December 4, 2008

(As approved at the regular meeting of February 5, 2009)

The San Francisco Public Library Commission held a regular meeting on Thursday, December 4, 2008, in the Koret Auditorium, Main Library.

The meeting was called to order at 4:38 pm.

Commissioners present: Del Portillo, Gomez, Harris, Kane, Lee and Munson.

Commissioner Chin arrived at 5:30 pm.

Luis Herrera, City Librarian, said he wanted to acknowledge some of the staff members who retired in the last fiscal year and who are in attendance. He recognized Grace Ruth with 42 years of service; Edwina Tengco with 20 years of service and Margaret Faubion with 15 years of service. He each of them certificates and thanked them for their service to the library and people of San Francisco.

AGENDA ITEM NO. 1 PUBLIC COMMENT

An anonymous citizen said that he is just as much interested in the mechanisms of dehumanization as he is in the public library. He said the public library and our ideas about democracy and universal education were supposed to be the mechanisms that broke through the dehumanization and barriers in our society that were characterized by class and loss of opportunity. He said it is problematic that we now understand that education and access to information is only a partial solution, because it is really access to the truth that is more important. He said R.D. Laing is the intellectual who mapped the territory of how the psychological mechanisms worked to dehumanize people. He said the Robber Barons of the 21st century are starting to mimic the Robber Barons of the 20th century. He said the reason we know this is that the mechanisms are the same. He said at the beginning of the 20th century people were barred from redeeming their social and cultural life

Peter Warfield said the library has a book called What Every Librarian Should Know about Electronic Privacy. He said he recommends it to anyone

interested in the subject or in RFID. He said there is a 27 page chapter on RFID which he does not endorse entirely but he was pleased to see his name as well as others who had a serious concern with RFID at the time the Library tried to install it. He said a lot of the literature available in the library unfortunately throws a blanket over the names of the individuals and groups who have opposed RFID. He said in that respect this book is a step forward. He said there is another book he has mentioned before entitled "Spy Chips: How Major Corporations and Government Plan to Track your Every Move with RFID." He said to his knowledge it is the only serious entire book on the subject of the very serious privacy threats that RFID poses. He said this Commission voted two years in a row for funding for this technology. He said fortunately a lot of people successfully got the Supervisors to not fund this problematic technology. He said this book is unfortunately not in the library's collection and he said this is a very serious gap. He said the book ought to be in the collection.

Donna Bero, Friends of the Library, said due to the very full agenda she will not give a Friends Report as stated on the agenda but she had two things she wanted to tell the Commission about. She said on Monday, December 8, the new United States Poet Laureate, Kay Ryan will be speaking at Fort Mason at 7:00 pm and everyone is welcome. She said this is a spectacular opportunity to see a true national treasure. She said on November 21 in Sacramento the Library was awarded the Governor's Historic Preservation Award for the Noe Valley Library Branch. She said it was a wonderful reception that State Librarian Susan Hildreth, Luis Herrera and others attended. She said it was wonderful moment and something that the Commission should be proud of. She presented the award itself to the City Librarian.

Luis Herrera, City Librarian said this is a team effort and said that the Commission along with the architects submitted the application for the award.

Melissa Riley said there would not be a Labor Union Report at today's meeting.

AGENDA ITEM NO. 2. PEER REVIEW OF PROPOSED DESIGNS FOR THE BAYVIEW AND GOLDEN GATE VALLEY BRANCH LIBRARIES

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Lena Chen, Bond Program Manager Branch Library Improvement Program, said they will be discussing two branches in the peer review today. She said a response to the comments received today will be presented to the Commission at a future meeting. She gave the background on the new Bayview/Anna E. Waden branch and said it was the 13th branch of the San Francisco Public Library System. She said in June 2008 the Commission voted to explore property acquisition for a new library. The branch was changed from a renovation with expansion to a new library facility on the site of the existing building and adjacent property. She said the new library will be approximately 9,000 sq. ft.

Kacey Jurgens, Thomas Hacker Architects, Inc. gave a presentation on the early schematic design and the scope of the project. She said there are sustainable building goals and an integration of art into the project. She showed the developed floor plan and explained the areas for children, teens and adults. She said the courtyard would have seating and trees and could be used after hours. She said they were proposing a movable wall between the children's room and community room to make the areas larger or smaller as needed. She said one of the concerns they have heard is about the entry and whether it has enough punch. She said they have made some changes to help mark the entrance area.

Brian Bannon, Chief of Branches, said the library has standards in place for things like durability and maintenance and that we want designated areas for programming, teens, children and adults. He said there is also a process for working with the community to hear about priorities and desires for the branch. He said the courtyard allows for more program space. He said he knows this will be a very busy branch so the librarians from the branch, security, maintenance, and information technology staff have all been involved with the design process. He said as a design team they are very satisfied with the design at this time.

Lena Chen, Bond Program Manager, introduced the Peer Reviewers. She said Carol Simmons has been the Director of the Daly City Library since 2003. She said she holds a M.S., L.I.S. degree from the University of Illinois in Urbana-Champaign and a B.A. from the University of Notre Dame. She said Mark Cavagnero, FAIA, is the Founding Principal of Mark Cavagnero Associates, which he began in 1992. He holds a Bachelor of Arts degree from Harvard University and a Master of Architecture degree from the University of California, Berkeley.

Carol Simmons, Director of the Daly City Library, thanked the Library staff for inviting her to participate in the process. She said the new proposed branch provides a wonderful opportunity for the library. She said she particularly likes the idea of a living roof and would like to see complimentary landscaping on the roof and in the courtyard. She said she likes the proposed use of the African art motif and colors. She said it would also be wonderful to have a reference in the building to the shipbuilding history of this neighborhood. She said the general layout is very thoughtful but she would recommend a few changes. She said the staff work area might be better located length wise along Revere Avenue. She recommended having decorative bike rakes along the wall. She recommended carving out a soft space and an area for a parent/teacher collection. She said the meeting room space might benefit from a partition to break it up for smaller meetings. She recommended having a counter sink and cabinet that allows for refreshments. She recommended possibly radiating the stacks from the entrance to the interior. She said having a teen space is very

important. She said she loves the interior courtyard and there are lots of possibilities for the various spaces.

Mark Cavagnero, Mark Cavagnero Associates, said thank you for inviting him to participate in this very informative and thoughtful process. He said he likes the overall design and the thoughtfulness and care that went into it. He said he agrees with not retaining the existing building and replacing it with a new building. He said he likes the imbedded courtyard and he likes adding daylight to the building. He said he likes the idea of the lightness of the massing. He said the existing building is very heavy. He said he was originally concerned about the corner entry but the more he looks at it the more he is convinced it is a very strong thing to do. He said he likes the inherent flexibility of the spaces. He said he likes the goal of having really balanced light in public spaces and minimizing glare. He said he likes the idea of rotating the shelving and tables 90 degrees from the Third Street side to provide views to the courtyard. He said the courtyard could be an organizing element in the building. He said he would like to see the public art component incorporate the landscaping elements of the roof and the courtyard. He said he would like to see the African motifs expanded into the landscaping.

Commissioner Chin entered the meeting.

Public Comment

Rhonda Winter, a Bayview resident, said she has been to all of the meetings and she wanted to express her appreciation for the process. She said the library is the heart of the neighborhood. She said it has been really exciting seeing the transformation of the design. She said the architects have incorporated a lot of feedback from the community. She said thank you to the Commission for approving the purchase of the adjacent property. She said this shows a vision for the future and investing in the youth in the neighborhood and she has nothing but praise for the work that has been done and the whole process.

An anonymous citizen said he congratulated Luis Herrera for recommending that public comment be heard on this item prior to continuing on to the next Peer Review. He said the purchase of the property has yet to be approved by the Board of Supervisors. He said it is a vacant commercial space that changed hands in February, 2005 for $650,000 and once before that in June, 2002 for $350,000. He said he hopes the Commission will insist on some sort of report on purchasing the property at almost $1.2 million. He said that the design was compatible with the neighborhood and gave a sense of openness. He said there is very little area to sit down and talk to people. He said there was a great deal of material presented to the community and he wondered if that information was presented to the Peer Reviewers as well.

Lydia Vincent, a Bayview resident, said she is very excited about the project She said Bayview is going through a lot of redevelopment and the community welcomes a brand new building and that it flows into the revitalization of the community. She said the community is very excited about being a part of the process at the onset. She said it is wonderful working with Linda Brooks-Burton and Brian Bannon on this project.

Verga Newman, said she operates a faith-based after school program, and said they have a very strong relationship with the Bayview Library. She said they are ecstatic about having a brand new library. She said the room was overflowing with people at the community meetings. She said everyone had an opportunity to express themselves. She said it was an invigorating meeting and showed how the community can come together and express diverse ideas and come to a consensus. She said she will be involved in the fundraising efforts as well. She said she is looking forward to the Black History celebration at the library and the fact that the branch is now open on Sundays.

Rita Collins, resident of Bayview/Hunters Point, said she agrees wholeheartedly with most of the things already said. She said she was really happy with the design and that it incorporates so many of the ideas from the community. She said she supports the current design. She said the courtyard area is really important to the community. She said thank you for the process and the community involvement.

Peter Warfield said the design looks interesting and he is glad there is a process that the people in the community approve. He said the total square footage looks like it is going up about 40% and yet the adult seats have been reduced from 32 to 30. He said the children's seats have been increased from 19 to 22 and the teen space seats have gone from 3 to 6. He said the total seating has only gone up from 54 to 58 and that concerns him. The shelving provides a very small amount for adults a big increase for the teens and a very modest increase for the kids. He said he doesn't see any mention of reference desks in the plans at all. He said there is an emphasis on self-service check out and he would like to hear more about that.

Commission Discussion

Commissioner Lee said the design is excellent. He asked about the inner courtyard and said we might be able to increase the adult seating area if the courtyard were slightly smaller.

Kacey Jurgens, said they believe the courtyard size is the right size to bring light in and to actually be able to do things in the courtyard. She said the number of new computer seats also adds to the number of adult seating.

Commissioner Lee said he likes the idea of an expandable meeting room. He

said he loves the green roof but he is concerned about the maintenance. He said he loves the exterior of the building.

Kacey Jurgens said they are planning for the maintenance of the roof.

Commissioner Del Portillo said she imagines all the bridges and links that can be made to the schools, the community, senior citizens and developing intergenerational programs. She likes the location of the children's section. She said she is delighted with the courtyard space. She said it is innovative and a lot of good things can happen there. She said she is concerned about the green roof. She said City College's new building on Ocean Avenue was well meant but it is now all brown and there needs to be some way to keep it looking good.

Brian Bannon, Chief of Branches said staff will report back to the Commission with more specifics on the maintenance of the green roof and other issues. He said you will be able to see the green roof of the building from the inside of the building.

Commissioner Munson said he likes what he sees a lot. He said he would like to see more flexibility and additional seating.

Brian Bannon, Chief of Branches, said the priority for this branch was to expand the teen space and to make the children's area more interactive, but they would look at the possibility for more adult seating.

Commissioner Kane said the key to this branch is the inside courtyard. He said the community wanted this courtyard but it is a high risk high reward idea. He said Bayview has the best weather in the area, but in Noe Valley they have a courtyard and no one goes out there because it is always foggy. He said he is not sure if other branch libraries are maintaining their courtyards. He said this one will have to be maintained because it is inside the library. He said it might be possible to do a glass ceiling over the courtyard. He said he loves the design of the building and hopes that it will all work out.

Commissioner Del Portillo said if you had a movable wall around the community room you could have additional seating in that area. She said she wants to protect the children's area.

Commissioner Chin said the building is very elegant and looks magical. She said she is concerned about the maintenance of the green roof.

Commissioner Del Portillo left the meeting.

Lena Chen, Bond Program Manager Branch Library Improvement Program gave a project description of the Golden Gate Valley Branch Library. She said

Golden Gate Valley is a Carnegie Library built in 1918. She said it meets the criteria for landmark designation and will be nominated when the work is completed. The project will be a renovation of the 6,500 sq. ft. library with a small addition of approximately 700 sq. ft. She said the building will have LEED Silver certification for the interior. She said the project budget is estimated at $11 million. She said the branch is scheduled to start construction in the fall of 2009 and open in the summer of 2011. She said the architects for the project are Tom Eliot Fisch/Paulett Taggart Architects. She gave a brief biography of each of the firms.

Paulett Taggart said the Golden Gate Valley Branch Library is on the corner of Green and Octavia. She said there is a small courtyard on the west side of the building. She showed photographs and explained details of the building. She explained the proposed renovation. She said it will receive seismic, accessibility and mechanical upgrades. She said there will be a small addition with a secondary entry separated from the main building with a glass slot.

Bobbi Fisch said the existing building is beautiful and they will be refreshing the interior. She showed drawings of the existing floor plan and the proposed floor plan. She said the program room on the lower level will remain and they will add two additional restrooms. She said the upper level will include the adult, teen and children's sections. She said currently there is not a designated teen area. She said the work room will approximately double in space.

Brian Bannon, Chief of Branches, said the architects have been provided with background documents and specifications of size. He said they are very happy with the new configuration of spaces in the building. He said they are very excited about the teen space. He said they heard feedback from the community that the historic integrity of the building was really important. He said the solution for the ADA requirements is very exciting.

Carol Simmons, Director of the Daly City Library, said she is very impressed with the thoughtful and lovely design for this beautiful classic branch. She said this is a well planned renovation. She said the exterior of the branch is beautiful and very clean looking. She said she would suggest trimming the trees because they do obscure the building from the street. She said the proposed ADA access is both elegant and subtle. She said the community space will be able to be used when the rest of the library is closed. She said the up lighting from the top of the stacks and the pendant lighting from the ceiling will be a great improvement from what is currently there. She said maybe they could switch the shelving area with the seating area to provide a more quiet reading space. She said the reserve section might be better in the adult area. She said she is very happy the project includes a teen area. She said the staff area on the main floor is very well planned. She said she would like to see the pipes covered in some way to match the ceiling.

Commissioner Lee left the meeting.

Mark Cavagnero said he likes the work he has seen so far very much. He said he likes the entry. He said the court could use more identity or presence from the street. He said lighting and paving would be important for the courtyard. He said where possible it would be nice to make the interior more contemporary with color and furnishings. He said if possible art work could be borrowed from museums or galleries. He said he would like to see more freshness to the color of the ceiling.

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Public Comment

An anonymous citizen said it was better to allow public comment on each of the branches having peer reviews. He said there are so many issues surrounding this library. He said honoring the historical preservation and the traditions of the past is one of his pet themes. He said he applauds the solution of the handicapped access. He said while you want to freshen up the building you want to preserve the patina of tradition.

Peter Warfield said he is extremely disappointed that basic square footage such as total square footage and what is allocated to adults, teens and kids seems to be completely missing from this. He said it does show square footage for the program room, the staff work room, etc. but the basics are not shown. He asked how much was being paid for this and said the handouts were completely illegible. He said he would like to know if the Commissioners have received the same handouts. He said he would like to know what is being planned with respect to the reference desk, the square footage and all the other things that may or may not be listed in the chart.

Sue Cauthen said the print on the handouts is so small it is hard to read. She also said that both libraries have an upper budget level and a different budget level that was higher, so she said she was confused on the budget amount.

Commission Discussion

Commissioner Munson asked about the stage of design development.

Brian Bannon, Chief of Branches, said that the project is in design development. He said the different stages are pre-design or conceptual design; schematic design or design development; and finally construction documents. He said at this point they are ready to move on to construction documents.

Commissioner Chin asked about the budget going from $5 million to $11

million.

Brian Bannon said a large part of the cost in the project is the ADA requirements and the retrofitting that needs to take place. He said they would be happy to provide more information on this when they come back with the Peer Review response.

Luis Herrera, City Librarian, said the Commission has transferred funds into this project. He said there have been escalation costs included.

Commissioner Chin asked if there were representatives from the community present on this project.

Steve Harris, resident of Cow Hollow said he is a member of the Board of the Friends but that he is speaking as an individual. He said the architectural integrity to the building is of the utmost concern to the community. He said since the library will be maintaining a traditional use for this branch, this is a very creative design. He said the issue of noise control has been discussed and he hopes that is being addressed. He said the community appreciates that this is an expensive project but it is a unique architectural treasure.

Commissioner Kane left the meeting.

AGENDA ITEM NO. 3 CITY LIBRARIAN'S REPORT

Luis Herrera, City Librarian, recognized the 2007-2008 library retirees some of whom were recognized at the beginning of the meeting. He said the retirees were Grace Ruth, Librarian II, 42 years; Betty Gibson, Library Tech Asst. I, 41 years; Dennis Maness, Librarian III, 41 years, Cheryl Delamere, Librarian I, 38 years; Stanley Carroll, Librarian II, 21 years; Annie Fitzpatrick, Library Tech Asst. I, 21 years; Edwina Tengco, Executive Secretary II, 20 years; Arthur Cheroske, Librarian I, 15 years, Margaret Faubion, Librarian I, 15 years; Herbert Moore, Custodian 12 years.

Kathy Lawhun, Chief of Main, said Karen Sundheim has been the Manager of the Hormel Center for almost one year now. She said she has enhanced the programming, the collections and the partnerships with the Hormel Center.

Karen Sundheim gave an overview of the Hormel Center. She said it was established in 1996. She said it collects, preserves, and provides access to material on all aspects of the lesbian, gay, bisexual and transgender experience. She said there are more than 13,000 books, 850 films, 52 archival collections, and collections of periodicals, music and other items. She said a current exhibit in the center is the Harvey Milk exhibit. She showed photographs of the Center, some of the exhibitions and some of the programs.

She talked about upcoming programs and events and she showed the website.

Luis Herrera said that Karen is doing a great job in managing the Hormel Center.

Brian Bannon, Chief of Branches, gave an update on the branch library expanded hours. He said people were very excited about the expanded hours and that patron counts were up. He said they will report back with a more detailed presentation.

Marcia Schneider, Chief of Communications, Collections & Adult Services gave an update on Exhibitions and Programs. She said the Harvey Milk: Private Life/Public Life exhibit is on display in both the Hormel Center and the San Francisco History Center through January 10. She said the 30th Anniversary of the Establishment of China – U.S. Diplomatic Relations is in the Jewett Gallery from December 12 – January 15. She said the third annual Holiday Train is in the Fisher Children's Center from December 7 – January 9. She said there is public programming including holiday wreath making, eco friendly projects, Christmas time spirituals, and Kwanzaa night. She said the Library of Congress Experience event will be on December 11 in the Latino/Hispanic Community Room and U.S. Poet Laureate Kay Ryan will be attending and briefly reading. She said on November 23, the 20th annual Unsung Heroes event took place. She said President Gomez was the keynote speaker and that she gave a moving tribute to the recent election and the power of being an activist. She said about 7300 people participated in the One City One Book program.

Public Comment

An anonymous citizen said he would have liked to have public comment on the retiree honorees who attended the meeting at the beginning of the meeting. He said he was surprised that Grace Ruth retired with that amount of seniority. He said he would have liked to have heard some comments from her and been able to heap some phrase on her. He said he hopes that the Commission will inquire about the status of the cataloging of the Hormel Center collection. He said in recent years there have been articles about the accessibility of the collection.

Peter Warfield said it would have been nice to comment and hear from the retirees who were present at the beginning of the meeting. He said it is a tribute to the library that so many librarians have stayed as long as they have. He said one of the retirees Cheryl Delamere just sparkled and it was wonderful to go ask her anything about Art & Music. He said the phrase about collecting, preserving and having access to materials in the Hormel Center has not always worked out as well as one hoped. He said a few years ago he did some research and found that three major collections that had been given to

the library had not been processed after 13 years. He said he is glad patrons are using the additional hours in the branches and he is glad that he and others were able to push to get those hours.

Commission Discussion

President Gomez said there has been a revivification of the Hormel Center Endowment Committee which will be doing work on a lot of different things including cataloging for the Hormel Center. She thanked Karen Sundheim for the amount of work she has done in the short time she has been at the Hormel Center. She said the Hormel Center has sprung to life with programs and exhibits. She said the Milk exhibition really engages people.

ITEM NO. 5 FISCAL YEAR 2009/10 LIBRARY BUDGET

Luis Herrera, City Librarian, said this is an update on the early stages of the 2009/10 budget process.

Maureen Singleton, Budget Manager, gave an update on the budget climate for San Francisco. She said the Mayor's Office has been working with the general fund departments to identify mid-year reductions. She said currently the Library has not been impacted by this shortfall. She said additional reductions may be required before the end of this fiscal year. She explained the projected budget timeline and said it is projected because they do not have all of the instructions from the Mayor's Office yet for the budget next year. She said she made estimates based on previous years. She said they will come back to the Commission on January 15 with a preliminary budget proposal. She said they will bring the budget back to the Commission in February for final action. She explained the process following the Commission's action.

Luis Herrera, City Librarian, said it is a very serious budget climate. He said the Library is planning a very practical and prudent approach to the budget. He said the Library does have a healthy reserve. He went over the budget priorities under services, programs and outreach.

Jill Bourne, Deputy City Librarian, said other budget priorities are targeted technologies and library collections. She went over the priorities under those categories.

Luis Herrera, City Librarian, said Facilities and Asset Management and Public Safety and Security are other priorities.

Jill Bourne, Deputy City Librarian, said the last category under budget priorities was workforce development and said it is both internal and external.

Luis Herrera said that not all of the items discussed have cost impacts. He

said Maureen Singleton is doing a fabulous job managing the budget and he said we are in good hands with budget development.

Public Comment

An anonymous citizen said he attended a presentation by the Controller to the General Bond Obligation Committee. He said he hopes the Commission will be as disturbed as he is to learn that they were just as vague and noncommittal as the presentation they just heard. He said nobody knows what is going to happen or how bad it is going to be. Even the Controller is taking a wait and see attitude. He said it may get so strained that it will affect the library's budget. He said he is happy that the library is finally looking at programs for baby boomers. He said he hopes the enhanced print collection will be a very high priority.

Peter Warfield said he thought there was a clear statement from the City Librarian that the library's income might go down in one or both of the categories from which it gets monies. He said it is incumbent upon the Commission to find out what the expectations are. He said with respect to the priorities, he doesn't see specific priorities. He said he was a little disappointed to see library collections in the third of multiple windows or pages. He said he has heard that the library's circulation has been increasing. He said books and prints are being used more than ever. He said he would like to see more art book circulation, more reserve only new materials, and bibliographic education to patrons with regards to library resources. He said he would like that to be a very high priority.

Commission Discussion

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Commissioner Chin said she is interested in more information on the laptops included in the budget.

Jill Bourne, Deputy City Librarian, said that there will be pilot program on checking out laptops. She said it will begin at four branches. She said research has been done on what other libraries have done and after three months they will review the pilot program. She said they are looking at low cost laptops.

Luis Herrera, City Librarian, said the pilot program was approved for the current year's budget. He said this is nothing new to libraries and we will be able to provide access to those who don't have computer access.

President Gomez said her priorities are the temporary services and outreach which will be key to our community connections and goodwill. She said partnerships with other entities are very important to her. She said she is happy to see ADA accessibility a priority. She said she is happy to see enhancement of the print collection and she depends on staff to determine how

that is done. She said downloadable content is very important. She said public safety and security, workforce development and leadership development are also very important to her.

AGENDA ITEM NO. 7. APPROVAL OF THE MINUTES OF NOVEMBER 6, 2008

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An anonymous citizen said the minutes show strong points and weaknesses. He said the point of the anonymous citizen's comments on page 1 was the pressure on the Library Commission to stick to the original story and as part of those corporate, philanthropic values they say do not be distracted by information, sympathy, process or other social values. He said the minutes say that he said that and not the corporate philanthropic values.

Commission lost a quorum and recessed at 7:59 pm and reconvened at 8:01 pm.

Peter Warfield said these minutes are pretty good, but there are things he would like corrected of page 3 the name of the organization he is Executive Director of is the Library Users Association nor "User" and he would like that corrected. He said there is a difficulty in the minutes generally in reporting on the history of the extended hours. He said in the 2005/06 budget year the Library had a huge surplus and he and others urged the library to provide funding for additional hours. He said $480,000 was given in the budget for additional hours and the City Librarian repeatedly told that Committee, I cannot recommend adding any hours. The money was allocated, but not a single minute was added that year using that money. He said on page 5 he said it is appropriate to include "the Supervisors appropriated $480,000 and the City Librarian opposed adding any hours." He said on page 8 it says "The City Librarian in the past asked that no more hours be added" but he would like to see added "and in fact refused to use money allocated for that purpose in 2005/06."

An anonymous citizen continued his comments before the recess and said that on page 2 Tess Wellborn said that she had been told that the Friends and Foundation were in charge of the furniture and fixtures and he said just because the Friends give money does not mean that it is not the library's decision on how it is spent. He said on page 6 Commissioner Del Portillo talked about the difficulty of reaching people who wanted information on citizenship with a website and that she was concerned that the library was not outreaching to that community. He said on page 8 the minutes say that Commissioner Munson asked the anonymous citizen to stay on topic. The anonymous citizen said that may have been what Commissioner Munson implied, but what he really said was that the anonymous citizen's comments were not relevant to the discussion.

MOTION: by Commissioner Harris, seconded by Commissioner Munson, to approve the minutes of November 6, 2008 with a correction to page 3 to read "Library Users Association" instead of "Library User Association."

AYES: 4-0 (Chin, Gomez, Harris, and Munson)

President Gomez said agenda Item No. 8 approval of the Minutes of November 20, 2008 will be carried over until the next meeting.

ITEM NO. 9. ADJOURNMENT

MOTION: by Commissioner Chin, seconded by Commissioner Munson to adjourn the regular meeting of Thursday, December 4, 2008.

Public Comment

There was no public comment on this item.

AYES: 4-0 (Chin, Gomez, Harris, and Munson).

The regular meeting of December 4, 2008, of the San Francisco Public Library Commission adjourned at 8:07 pm.

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website http://sfpl.org. Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

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